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| <u>Section G:</u><br><br><b>Human Resources</b> | <b>Knox County Board of Education Policy</b>     |                  |             |
|   | Descriptor Term:<br><br><b>Salary Deductions</b> | Descriptor Code: | Issued:     |
|   |  | <b>G-190</b>     | <b>5/08</b> |
|   |  | Reviewed:        | Revised:    |
|   | <b>3/23</b>                                      | <b>6/17</b>      |             |

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Upon appropriate written authorization, the Board shall make deductions approved by the Board from the salary of the employee. Authorization must be made on forms provided by the Board and filed in the office of the Director of Schools.

An employee may apply for a change or terminate any salary deduction upon written notification to the Board except for those required by federal, state or local law. Certain deductions may only be terminated during the open enrollment period or upon a qualifying event.

Payroll deductions not associated with political activities are subject to collaborative conferencing.<sup>1</sup>

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Legal Reference:

1. T.C.A. § 49-5-608(a)(7).

Approved as to Legal Form  
 By Knox County Law Director 4/20/2017  
 /Gary T. Dupler/Deputy Law Director