

PAY PERIOD

General administrative and certain certified and classified personnel are scheduled for payment at the end of the calendar month. JROTC employees shall be paid their contract salary in twelve (12) payments, the first being the last workday of July and the remaining payments on the last workday of each month thereafter until the contract and/or employment agreement is fulfilled or terminated.

Certain other classified personnel will be scheduled to be paid semi-monthly. The following designated employees who work as assistant food service workers, cooks, cashiers, satellite drivers, bus drivers, bus attendants, campus enforcement officers, and school safety officers shall be paid 21 or 22 checks as the school calendar dictates the beginning date of the school year. The following staff which consists custodians, locksmiths, mechanics, site care operators, painters, carpenters, warehouse clerks, dispatchers, painters, plumbers, vehicle servicemen, surplus property, security technicians, heating and cooling providers, electricians, architect, electronics and zone commanders, shall be paid their salary in 24 payments. All other employees shall receive payment in twelve (12) equal payments.

Stipends, additional duty pay, and overtime will be paid at the same frequency as the primary job of the employee.

SOURCE: Jackson Public School District, Jackson, Mississippi

LEGAL SOURCE: Miss. Code Ann. §37-9-39

DATE: June 21, 1982

AMENDED: June 20, 1983
 August 24, 1988
 April 17, 1989
 July 16, 1990
 August 16, 1993
 July 29, 1997
 December 31, 2007
 July 8, 2014
 August 3, 2021

REVIEWED: December 6, 2016
 April 4, 2017
 July 20, 2021