

**MANCHESTER CITY SCHOOLS**  
**Policy Manual**

**Descriptor Code:** 2.803 Salary Deductions  
**Issued Date:** 12/15/10  
**Rescinds:** 2.803 Salary Deductions  
**Rescind Date:** 10/11/04  
**Review Month:** September/October

**COMPULSORY DEDUCTIONS**

The following payroll deductions are compulsory and are made according to State and Federal regulations from each check: withholding taxes, retirement (compulsory for certified personnel and full-time classified personnel), social security and Medicare.

**REQUESTED DEDUCTIONS**

The following deductions have been approved by the Board and will be made providing that the employee has completed, signed, and returned a Payroll Deduction Form to the Administration Building:

- Tax-sheltered annuity;
- Section 125 Plan (disability, cancer, life, medical reimbursement, dependent care reimbursement),
- Conseco Cancer,
- Court ordered deductions
- Additional hospitalization and/or dental premium, if any, beyond the amount contributed by the Board for each participating employee;
- Teacher's association dues deductions;
- Other deductions as provided in the contract agreement.<sup>1</sup>

Other deductions may be made upon request by full-time employees with approval of the Board.

Deductions for retired, part-time, support personnel and interim teachers shall be optional.

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**Legal References:**

1. [MEA Contract Article XVIII](#)

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**Cross References**

- [3.600 Insurance Management](#)