

EG 5/12/14

Big
5/12/14

Article 21
Dues and Payroll Deductions

A. Deductions Authorization

Any employee who is a member of the Association or who has applied for membership may sign and deliver personally or through the Association to the Superintendent, an assignment authorizing deductions for membership dues in OEA-NEA-REA. Such authorization shall continue in effect from year to year, unless revoked in writing as hereinafter provided. Pursuant to such authorization, the District shall deduct one-tenth (1/10th) of such dues from the regular salary check of the employee each month for ten months, beginning in October and ending in July each year. Deductions for employees who join the Association after the commencement of the school year shall be appropriately prorated so that payments will be completed by the following July.

B. Withdrawing Deductions

Withdrawing the payroll deduction for such dues may be accomplished by writing a letter to the office of the Association and the office of the Superintendent and delivered prior to the fifteenth (15th) day of October of any year.

C. Association Notification

A computer printout of employees on Association dues deduction shall be sent to the Association together with the remittance due to the OEA-NEA-REA, as soon as possible after the monthly salary checks have been received by the employees of the District.

D. Approved Deductions

Upon appropriate written request from the employee, the District shall deduct from the salary of any employee and make appropriate remittance for the following approved deductions monthly:

- Association Dues or Equivalency
- Fringe Benefits under Article 23
- United Way

- Credit Union—all summer credit union payments will be made in a lump sum at the end of June

E. Authorization Approved by Association and Board

The District, upon appropriate authorization of the employee, shall deduct from the salary of any employee and make proper remittance for any other plans or programs jointly approved by the Association and the Board.

F. Itemization

Employee's payroll checks shall itemize all sources of pay and payroll deductions.

G. Payroll

1. An employee's salary shall be divided into twelve (12) equal payments. ~~The monthly pay day shall be established by mutual agreement of the District and the Association at the time the District yearly calendar is developed. In the event the District and the Association are unable to mutually agree on a pay day, then~~ The pay day shall be on the 20th ~~25th~~ of each month. If the pay day falls on **Saturday or** Sunday, employees will receive their checks on **the preceding Friday** ~~Monday~~. The only exceptions are that all employees will be paid on the Wednesday before Thanksgiving and the last teaching day before Christmas, where appropriate, and the last working day in June. **All employees shall receive their June, July and August paychecks on the last working day in June.** ~~The employee has a choice of either receiving three (3) checks in June or having one check mailed each month during June, July and August.~~ **However, if** an employee wishes to receive his/her summer checks monthly, a written request must be submitted to the Human Resources Office by May 30. ~~Beginning in the 2012-13 school year, all employees will receive the June, July, and August paychecks on the 25th of each month.~~
2. The District shall maintain an example payroll check on its website that provides explanations of various deductions and contributions.

H. Local Dues

1. To assure that employees covered by this Agreement are adequately represented by the Association, the District shall deduct an amount equal to one hundred percent (100%) of REA-OEA-NEA dues from the salary of each employee who is not a member of the Association.
2. The District and the Association agree that ORS 243.650 and ORS 243.666 shall apply which provides for the payment of dues to a non-religious charity or another charitable organization provided the religious tenets of the employee do not allow him/her to belong to a union.
3. Any employee who has not requested local Association dues or who has not certified to the District that s/he has paid, or is paying his/her dues directly to the Association, shall be subject to the provisions of this Article. Such request for payroll deduction or certification of direct payment of dues shall be made by October 15.

I. Indemnification

1. The Association agrees to hold the District harmless against any and all claims, suits, orders or judgments brought against the District as a result of all deductions provided for in this Article, paragraph H.
2. Individual payroll errors shall be adjusted within five (5) working days after informing the District.

