

CALAVERAS UNIFIED SCHOOL DISTRICT

September 2012

NOTICE TO ALL EMPLOYEES

**December Payroll “Live Checks” will be mailed on Monday, December 31st.
There will be no “pick-up” at the District Office due to the Holiday.**

This is the time to start “Direct Deposit” of your monthly payroll by submitting the Direct Deposit Authorization form that is available on the CUSD website. Attach a VOID check and submit to the payroll department as soon as possible. Reminder; it takes two payroll cycles to activate. Follow this link for the form and send to the District Office – Payroll:

<http://www.calaveras.k12.ca.us/Files/Documents/DirectDepositAuthorization.pdf>

\$55.00 Ambulance Membership Stipend Paid in September Payroll

The District approved to pay each employee contracted as of July 31, 2012, a one-time \$55 Ambulance Membership Stipend for the 2012-2013 school year. This Stipend was paid in the September 30, 2012 payroll to cover the cost of a \$50/family American Legion Ambulance Service Annual Membership. Please contact the American Legion Office if you wish to purchase the Ambulance Membership:

American Legion Ambulance Service:
310 Russell Rd.
San Andreas
(209)754-3498

\$50/family (two adults, children under 18 and any other legal dependents)
Cards may be purchased at the San Andreas office
Monday-Friday 9:00a.m. - 3:00p.m.

Classified Employees CSEA and Local Chapter 405 Dues for 2012-2013

The CSEA and Local Chapter Union 405 Dues for the fiscal year are paid over 10 months beginning September 30, 2012 payroll. The CSEA dues are assessed at 1.5% of annual salary, with a \$24,500 cap on annual salary, or \$36.75 per month. The Local Chapter Fee is \$2.00 per month paid over the same 10 months.

September 25, 2012