



Department: Human Resources
Policy Number: HUM-A007
Effective Date: 9/07/04

ADMINISTRATIVE POLICY

ADVANCE PAY POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

Clarksville-Montgomery County School System affords all newly hired certified and administrative staff the opportunity to receive an advance in pay of up to \$1000.00. The advancement is repaid through payroll deduction in equal payments not to extend beyond five (5) months.

Implementing Procedures: None

Associated Documents: Salary Advancement Request CER-F007

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
9/07/04		Initial Release
7/09/08		Reviewed, no revisions
2/25/13	A	Update formatting and logo. Add CER-F007 to associated documents. Add administrative staff to first sentence.
6/25/14	B	Updated logo
5/31/16	C	Reworded last sentence.
3/4/19	D	Removed "to defray the cost of moving" from first sentence.

***** End of Policy *****