

Policy Title:

Employee Garnishments

Code No. **807.2**

It is the responsibility of the Board Secretary to accept service of garnishment orders upon employees of the District (Iowa Code 642.2(5)). In the event the Board Secretary is not available, the Supervisor of Financial Services or the Payroll Specialist will have the authority to accept garnishment orders on behalf of the District.

Date of Adoption: July 22, 2013

Date of Review: July 14, 2025

Date of Revision: July 8, 2019