

SUPPORT PERSONNEL BENEFITS-12 MONTH

GROUP HEALTH INSURANCE:

Support personnel shall receive financial support for health insurance as determined by the school board.

30 working hours per week is the minimum which qualifies support personnel for group health insurance benefits.

GROUP LIFE INSURANCE AND LONG TERM DISABILITY INSURANCE

Support personnel working 12 months per year shall receive group life insurance in the amount of \$50,000 and long term disability insurance.

403(b) MATCH PROGRAM

The school district shall match contributions of support personnel working 33 or more hours per week to a qualified 403(b) Tax Deferred Annuity contract/s up to the amounts listed below.

The annual amount of the school district's contribution will be based on the following schedule and the support personnel's years of experience in the district working 33 or more hours per week.

3 rd -5 th Year	\$500.00
6 th -10 th Year	\$1,000.00
11 th Year and above	\$1,500.00

PERSONAL LEAVE:

Support personnel shall receive three days of personal leave per year, to be used at the discretion of the school district. Employees will receive one additional day of personal leave, after ten years of service. Personal days may accumulate to five days and may be used in half day increments. Personal leave days not utilized will be paid at the current non-certified substitute rate according to the number of hours on your letter of assignment, to be paid no later than June 30th of each year. Payroll must be notified by May 31st of the current school year if you wish to carry over any personal days to the next school year.

SICK LEAVE:

Support personnel shall earn sick leave at a rate of one working day for each month of service accumulative to 65 days.

Sick leave may be used for personal illness or illness and death in the immediate family. The immediate family shall be understood to include wife, husband, child, brother, sister, grandparent, parent, grandchild or guardian of employee or his or her spouse. Sick leave to a maximum of two days per year may be used for death outside the immediate family as defined above.

If the reason for the child care leave is occasioned by pregnancy, a teacher may utilize sick leave pursuant to the sick leave provisions of this Agreement during

the period of physical disability. In addition, a teacher shall be eligible for sick leave after the time of disability of said teacher as long as they have sick days available up to a maximum of twelve (12) weeks. A pregnant teacher will also provide at the time of the leave application, a statement from her physician indicating the expected date of delivery.

SICK LEAVE PROTECTION BANK:

When a support staff employee has used all of his/her sick leave, they may, as determined by 3 members selected by the support staff and a building principal, apply to the support staff protection bank if the illness is a personal illness. The support staff protection bank may also be used when illness is to care for immediate family members such as spouse or child.

- (a) Membership will be open to all support personnel at the beginning of each school year.
- (b) All support personnel who wish to participate will be assessed one day of sick leave. All assessed days will be accumulated from year to year in a bank where they will be available to support personnel who have used all their designated sick leave days. When all the days in the bank have been exhausted, all participating support personnel will be assessed one day.
- (c) The support staff protection bank shall not be used when a support staff employee qualifies for long term disability insurance.
- (d) A support staff employee may withdraw from the support staff protection bank at the beginning of any school year. In case of withdrawal, a support staff employee's contribution of days to the support staff protection bank stays in the bank.

VACATION:

Only 12 month support personnel working at least 7 hours per day shall earn vacation. Vacation days will accrue monthly from the beginning of employment with the district as follows:

From date of employment to end of 1 year	.5 days/month not to exceed 6 days
2 nd year to end of 9 th year	1 day/month not to exceed 12 days
10 th year to end of 14 th year	1.5 days/month not to exceed 18 days
15 th year and above	2.0 days/month not to exceed 24 days

Vacation days may be accumulated to a maximum of 35 days as of December 31 of each year. Any days accumulated above this maximum amount will need to be approved by the Superintendent or your supervisor.

All requests for vacation time shall be approved by the Superintendent or your supervisor.

