

COMPENSATION PLAN FOR NON-REPRESENTED PERSONNEL

In establishing salaries, salary schedules and fringe benefits for non-represented personnel, the School Board shall take into account the responsibilities of the position, the qualifications needed, past experience of the individual, and years of service in the school department.

The non-represented personnel shall include Lunch Room Monitors, Cony High School Security, Central Office hourly staff, Adult Education hourly staff, Adult Education professional staff, Food Service Director and the Buildings and Grounds Director.

Full-time personnel (12 month employees) shall

- Receive sick leave on the basis of 15 days per year, accumulative. Maximum accrual will be 260 days.
- Accrue vacation time as follows:

<u>Years of Service</u>	<u>Vacation Accrual</u>
0-3 years	2 weeks (10 days)
4-10 years	3 weeks (15 days)
11-16 years	4 weeks (20 days)
17+ years	5 weeks (25 days)

Maximum accrual will be 50 days.

- Be paid holidays, at the employee’s regular wages: New Year’s Day, Martin Luther King Jr. Day, President’s Day, Patriots’ Day, Memorial Day, Independence Day, Labor Day, Indigenous People’s Day, Veteran’s Day, Thanksgiving Day and the day after, Christmas Day
- Be entitled to health insurance coverage by the School Board as outlined in the Augusta Administrators Association contract
- Be entitled to a single dental insurance coverage by the School Board
- Be entitled to three (3) personal leave days per year, at end of fiscal year, any unused personal days will be appended to employee’s sick time
- Shall receive five (5) days of bereavement for the loss of immediate family members per year

School Year personnel (work at least 30 hours per week) shall

- Receive sick leave on the basis of 15 days per year, accumulative. Maximum accrual will be 180 days.
- Be paid holidays, when holiday falls on a regularly scheduled workday, at the employee's regular wages: New Year's Day, Martin Luther King Jr. Day, Memorial Day, Labor Day, Indigenous People's Day, Veteran's Day, Thanksgiving Day and the day after, and Christmas Day.
- Be entitled to a health insurance coverage by the School Board as outlined in the Augusta Administrators Association contract
- Be entitled to a single dental insurance coverage by the School Board
- Be entitled to three (3) personal leave days per year, at end of fiscal year, any unused personal days will be appended to employee's sick time
- Shall receive five (5) days of bereavement for the loss of immediate family members per year

Current practice codified 1975

Adopted: December 8, 1975

Revised: March 13, 1978; July 1981; February 2, 1986; July 8, 2020