

Employee Merit/ Attendance Bonus Pay for All Salaried DPS Employees for 2015-16 School year

The Dearborn School Board will be providing an attendance incentive and merit pay bonus for all salaried employees who have been employed from November 1, 2015 through June 16, 2016. Please be aware that this extra incentive money is a positive program that the district has created in order to reward employees who save the district money through reduction in paid substitutes and who demonstrate a commitment to the students by maintaining excellent attendance. This money is above and beyond any contract compensation rates. All union heads were consulted and were provided with an opportunity to give input regarding this incentive program.

Eligibility for the bonus will be based on the following criteria:

- The Bonus will be available to all employees rated as effective or highly effective in the 2015-16 evaluation process. This applies to DFT, ADSA and Other Administrators who are rated on the four point rating scale. Those employees are required to have a merit pay system per state law. Other employees that are not rated on the 4 point scale (exempt non-classified and exempt administrative secretaries) are still eligible to receive the bonus, but this criteria does not apply to them since we do not have an established final rating system. We are working towards developing a system with evaluations.
- Employees that use less than six paid sick days, personal business days or unpaid days within the period of November 1, 2015 through June 16, 2016 shall be eligible for a \$600 bonus.
- Employees must have been employed for the entire time period in order to be eligible.
- For any paid days off the bonus will be reduced by \$100 per day.
- A half day of absenteeism will result in a \$50 reduction in the bonus for full time employees.
- Paid days off shall be defined as days charged to the employee's sick (family care, funeral, etc) and personal business leave banks.
- Paid days off for district related business, administrative leave, inservice/conference, jury duty and union release time are not charged to the sick bank, so they will have no effect on this attendance incentive bonus.
- Employees that work part time will be given a prorated amount. For example, an employee with a 0.5 Full time equivalent status (FTE) will be eligible for a total of \$300. The 0.5 FTE employee would be pro-rated to \$50 per day for paid time off for the same 6 days (\$300). An employee with a 0.8 FTE status will be eligible for a total of \$480 and will be reduced by \$80 per day for any paid time off.
- The bonus will be paid in July.
- Eligible employees who are retiring or resigning at the end of the 2015-16 school year will receive their bonus.

Please do not respond to this email. As we will not be responding to questions via email. However, if you have a question you can post it on the blog site. We will respond to questions so that everyone can see the answers.