

DEARBORN PUBLIC SCHOOLS
Department of Human Resources
18700 Audette
Dearborn, MI 48124



NON-CLASSIFIED/NON-INSTRUCTIONAL
BENEFIT SUMMARY
PART-TIME
2024-25

LEAVE DAYS

<u>Hired Prior to 5/1/13</u>	<u>Hired After 5/1/13</u>
<ul style="list-style-type: none"> ● 20 vacation days per year (prorated if hired after July 1st or if employment ends prior to June 30th). <ul style="list-style-type: none"> ○ 11 month employees 18 vacation days. ○ 10 month employees – Vacation as outlined in the School Calendar. ● 14 holidays per year- 2 conference release days. ● 1 cumulative sick days per month (12 per year), credited July 1 of each year. ● 5 personal business days per year which revert to employee's sick bank if unused by June 30 (prorated if hired after July 1st or if employment ends prior to June 30th). <ul style="list-style-type: none"> ○ 11 month employees receive 3 personal business days. ○ 10 month employees receive 2 personal business days 	<ul style="list-style-type: none"> ● 20 vacation days per year (prorated if hired after July 1st or if employment ends prior to June 30th). <ul style="list-style-type: none"> ○ 11 month employees 12 vacation days. ○ 10 month employees – Vacation as outlined in the School Calendar. ● 14 holidays per year- no conference release days. ● 10 cumulative sick days per year, credited July 1 of each year. <ul style="list-style-type: none"> ○ 10 month employees receive 8 days. ○ 11 month employees receive 9 days. ● 4 personal business days per year which revert to employee's sick bank if unused by June 30 (prorated if hired after July 1st or if employment ends prior to June 30th). <ul style="list-style-type: none"> ○ 11 month employees receive 3 personal business days. ○ 10 month employees receive 2 personal business days.

EDUCATION

None provided