

POLICY RELATING TO PERSONNEL MANAGEMENT

UNREPRESENTED NON-CONTRACT EMPLOYEES BENEFITS

The Wachusett Regional School District shall provide benefits to Unrepresented Non-Contract employees in the following manner:

SICK LEAVE

Full-time, full-year and full-time, school year staff will accrue sick leave at the rate of ten days per year, cumulative to one hundred eighty (180) days. Full-time is thirty (30) hours or more per week, prorated to award on basis of hours per week, with requirement of an average of twenty (20) hours worked per week, to receive this benefit.

PERSONAL LEAVE POLICY

The District will provide up to three (3) days per year which may be used for personal leave at full pay, with prior approval of the Superintendent or designee, for the purpose of conducting personal business that must be conducted during regular work hours.

HEALTH AND LIFE BENEFITS

Unrepresented and non-contract employees who are regularly employed twenty (20) hours or more per week for the District shall receive health insurance and life insurance in the same manner as full-time employees.

First Reading: 09/26/94

Second Reading: 10/11/94

Amendment First Reading: 10/12/04

Amendment Second Reading: 10/25/04

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Re-Amendment Second Reading: 10/09/07

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