

## ESU #17 Vacation, Sick and Additional Compensation Guidelines

### **Vacation (Full Time At-Will Staff Only):**

- Administrative (CEO/Director/Administrator): As per contract with ESU #17 Board
- 20 days
- Cumulative to 40 days
- Newly hired at-will staff shall not use vacation days for the first 90 days of employment.

### **Personal Leave (Certificated Staff Only):**

- 3 days per contract year
- Notice of leave required prior to leave date when possible
- Unused leave shall be paid at \$100/day at the end of the school year.

### **Extra Compensation Wage**

- As set by ESU #17 Board

### **Sick**

- 9 days per contract year for at-will staff\*
- 9 days per contract year for certificated staff\*\*
- Cumulative to 60 days
- Sick bank option

### **ESU #17 Calendar**

- ESU #17 employees will follow the ESU #17 calendar with employees being compensated for unit holidays

### **NE ESUCC Staff**

- Compensation package as determined by ESUCC

\*At-will staff: Staff working under an at-will contract

\*\*Certificated Staff: Staff working under a teaching contract