

**BECKER PUBLIC SCHOOL**  
**Becker, Minnesota**

FRINGE BENEFITS FOR NON-UNION, NON-LICENSED PERSONNEL – January 1, 2022 – June 30, 2025.

**HOLIDAYS - LESS THAN 12 MONTH EMPLOYEES**

Labor Day  
Thanksgiving Day  
Christmas Day  
New Year's Day  
Good Friday  
Memorial Day

**LEAVES OF ABSENCE**

**Section 1. Sick Leave:**

Subd. 1. At the beginning of each school year, all employees covered under this contract shall be credited with one (1) day of sick leave for each month of regularly scheduled service. In the event that an employee terminates employment with the district having used more than the prorated amount of sick leave; the district shall deduct for any difference between the actual paid sick leave and the eligible prorated amount.

Subd. 2. Unused sick leave days may accumulate to a maximum credit of 150 days of sick leave per employee.

Subd. 3. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to employee's own personal illness and/or disability which prevented his/her attendance and performance of duties on that day of days.

Subd. 4. The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of an employee for sick leave is reserved to the school district. In the event that a medical certificate will be required, the employee will be so advised. The school district shall pay the cost for the office call to obtain the medical certificate.

Subd. 5. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.

Subd. 6. Sick leave pay shall be approved only upon submission of a signed request upon the authorized sick leave pay request form available at the office.

**Section 2. Personal Leave:** A part-time employee may earn personal leave on a pro-rata basis. Personal leave may accumulate to 3 days. A written request for personal leave is to be made to the superintendent through the head supervisor at least three (3) days in advance. Except in emergencies where an oral request through the head supervisor and superintendent will be considered. Approval will be given pursuant to the following conditions:

Subd. 1. One (1) personal leave day annually.

Subd. 2. The day must be a full day.

Subd. 3. No more than one person in each job category of employees may be on personal

leave at the same time.

Subd. 4. Personal leave shall not be allowed on a day immediately prior to or after Thanksgiving, Christmas, New Year's or Easter, unless granted by the superintendent; or the first or last days of school, parent conferences, workshops or in-service days.

Subd. 5. Three personal leave days may be used on consecutive days.

Subd. 6. If more than the allocated number of employees apply for any given day, the leave shall be granted in the order that the requests are received.

APPENDIX A - Basic Salary Schedules (attached)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE - SUPERINTENDENT

## **APPENDIX A - BASIC HOURLY SALARY SCHEDULE NON-UNION EMPLOYEES**

Step Program for:

Paraprofessionals, Dishwashers, Servers, Table Washers, Lunch Machine Operator, Playground Aide, Lunchroom Supervisor and Fieldhouse Supervisor, Etc.

	<u><b>2021-22</b></u>	<u><b>1/1/22</b></u>	<u><b>7/1/23</b></u>	<u><b>7/1/24</b></u>
Step 1	\$14.25	\$15.00	\$15.25	\$15.50
Step 2	\$14.75	\$15.50	\$15.75	\$16.00
Step 3	\$15.25	\$16.00	\$16.25	\$16.50

Step movement of one step per employee shall occur on the scheduled dates noted above for employees that were employed with the district on or prior to January 1.