

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



**NON-CLASSIFIED/NON-INSTRUCTIONAL**  
**BENEFIT SUMMARY**  
**PART-TIME**  
**2020-21**

**LEAVE DAYS**

<b><u>Hired Prior to 5/1/13</u></b>	<b><u>Hired After 5/1/13</u></b>
<ul style="list-style-type: none"> <li>• 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"> <li>• 11 month employees 18 vacation days.</li> <li>• 10 month employees – Vacation as outlined in the School Calendar</li> </ul> </li> <li>• 14 holidays per year- 2 conference release days</li> <li>• 1 cumulative sick days per month (12 per year), credited July 1 of each year</li> <li>• 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"> <li>• 11 month employees receive 3 personal business days.</li> <li>• 10 month employees receive 2 personal business days</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 17 vacation days per year (prorated if hired after July 1st or if employment ends prior to June 30th).               <ul style="list-style-type: none"> <li>• 11 month employees 12 vacation days.</li> <li>• 10 month employees – Vacation as outlined in the School Calendar</li> </ul> </li> <li>• 14 holidays per year- no conference release days</li> <li>• 10 cumulative sick days per year, credited July 1 of each year.               <ul style="list-style-type: none"> <li>• 10 month employees receive 8 days</li> <li>• 11 month employees receive 9 days</li> </ul> </li> <li>• 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"> <li>• 11 month employees receive 3 personal business days</li> <li>• 10 month employees receive 2 personal business days</li> </ul> </li> </ul>

**EDUCATION**

None provided