

**ACCRUAL BY EMPLOYMENT CATEGORY
(ABEC)**

Accrual Period: July - June

EMPLOYMENT CATEGORY/ BENEFIT TYPE	LENGTH OF SERVICE	HOURS ACCRUED PER MONTH	MAXIMUM ACCRUAL BY JUNE 30	MAXIMUM CARRYOVER ALLOWANCES
Full-Time, 12 months, 37.5 hour workweek				
Vacation	0-5 years *	6.25 hrs per month	75 Hours	37.5 Hours
	5-15 years	9.38 hrs per month	112.5 Hours	37.5 Hours
	15+ years	12.5 hrs per month	150 Hours	37.5 Hours
Sick		6.25 hrs per month	75 Hours	All accrued, unused
Personal		3.13 hrs per month	37.5 Hours	not applicable
Full-Time, 12 Months, 40 hour workweek				
Vacation	0-5 years *	6.67 hrs per month	80 Hours	40 hours
	5-15 years	10 hrs per month	120 Hours	40 hours
	15+ years	13.34 hrs per month	160 Hours	40 hours
Sick		6.67 hrs per month	80 Hours	All accrued, unused
Personal		3.34 hrs per month	40 Hours	not applicable
Full-Time, 10 months, 37.5 hour workweek				
Vacation		not applicable		not applicable
Sick		6.25 hrs per month	62.50 Hours	All accrued, unused
Personal		3.13 hrs per month	31.25 Hours	not applicable
Full-Time, 9 Months, 37.5 hour workweek				
Vacation		not applicable		not applicable
Sick		6.25 hrs per month	56.25 Hours	All accrued, unused
Personal		3.13 hrs per month	28 Hours	not applicable
Part-Time, 12 Months, 30 hour workweek				
Vacation	0-5 years *	5 hrs per month	60 Hours	30 hours
	5-15 years	7.5 hrs per month	90 Hours	30 hours
	15+ years	10 hrs per month	120 Hours	30 hours
Sick		5 hrs per month	60 Hours	All accrued, unused
Personal		2.5 hrs per month	30 Hours	not applicable
Part-Time, 12 Months, 25 hour workweek				
Vacation	0-5 years *	4.17 hrs per month	50 Hours	25 hours
	5-15 years	6.25 hrs per month	75 Hours	25 hours
	15+ years	8.34 hrs per month	100 Hours	25 hours
Sick		4.17 hrs per month	50 Hours	All accrued, unused
Personal		2.09 hrs per month	25 Hours	not applicable

*If hired prior to 7/1/07, but employed less than 5 years, use 5-15 year accruals.

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Part-Time, 12 Months, 24 hour workweek				
Vacation	0-5 years *	4 hrs per month	48 Hours	24 hours
	5-15 years	6 hrs per month	72 Hours	24 hours
	15+ years	8 hrs per month	96 Hours	24 hours
Sick		4 hrs per month	48 Hours	All accrued, unused
Personal		2 hrs per month	24 Hours	not applicable
Part-Time, 12 Months, 22.5 hour workweek				
Vacation	0-5 years *	3.75 hrs per month	45 Hours	22.5 hours
	5-15 years	5.63 hrs per month	67.5 Hours	22.5 hours
	15+ years	7.5 hrs per month	90 Hours	22.5 hours
Sick		3.75 hrs per month	45 Hours	All accrued, unused
Personal		1.88 hrs per month	22.5 Hours	not applicable
Part-Time, 12 Months, 20 hour workweek				
Vacation	0-5 years *	3.34 hrs per month	40 Hours	20 hours
	5-15 years	5 hrs per month	60 Hours	20 hours
	15+ years	6.67 hrs per month	80 Hours	20 hours
Sick		3.34 hrs per month	40 Hours	All accrued, unused
Personal		1.67 hrs per month	20 Hours	not applicable
Part-Time, 12 Months, 18.75 hour workweek				
Vacation	0-5 years *	3.13 hrs per month	37.5 Hours	18.75 hours
	5-15 years	4.69 hrs per month	56.25 Hours	18.75 hours
	15+ years	6.25 hrs per month	75 Hours	18.75 hours
Sick		3.13 hrs per month	37.5 Hours	All accrued, unused
Personal		1.57 hrs per month	18.75 Hours	not applicable
Part-Time, 12 Months, 18 hour workweek				
Vacation	0-5 years *	3 hrs per month	36 Hours	18 hours
	5-15 years	4.5 hrs per month	54 Hours	18 hours
	15+ years	6 hrs per month	72 Hours	18 hours
Sick	000-999	3 hrs per month	36 Hours	All accrued, unused
Personal	000-999	1.5 hrs per month	18 Hours	not applicable

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Part-Time, 12 Months, 14 hour workweek				
Vacation	0-5 years *	2.34 hrs per month	28 Hours	14 hours
	5-15 years	3.5 hrs per month	42 Hours	14 hours
	15+ years	4.67 hrs per month	56 Hours	14 hours
Sick		2.34 hrs per month	28 Hours	All accrued, unused
Personal		1.17 hrs per month	14 Hours	not applicable
Part-Time, 9 Months, 20 hour workweek				
Vacation		not applicable		not applicable
Sick		3.34 hrs per month	30 Hours	All accrued, unused
Personal		1.67 hrs per month	15 Hours	not applicable
Part-Time, 9 Months, 15 hour workweek				
Vacation		not applicable		not applicable
Sick		2.5 hrs per month	22.5 Hours	All accrued, unused
Personal		1.25 hrs per month	11.25 Hours	not applicable
Part-Time, 10 Months, 20 hour workweek				
Vacation		not applicable		not applicable
Sick		3.33 hours per month	33.3 Hours	All accrued, unused
Personal		1.67 hours per month	16.70 Hours	0 hours

*If hired prior to 7/1/07, but employed less than 5 years, use 5-15 year accruals.