

Benefits Handbook

Policy modifications and current practice clarifications have been made to the following sections of the Benefits Handbook:

Appointment Rate – This section was modified to include additional village members in approval processes.

Adding New Positions to the Salary Structure – This section was modified to remove dated practices. Grammatical corrections.

Employees Paid Outside the Pay Grade – Grammatical corrections.

Equity Adjustments – This section was modified to include additional village members in approval processes.

Overtime – This section was modified to include direct supervisors in approval processes.

Compensatory Time – This section was modified to include direct supervisors in approval processes.

Non-Exempt Employees – This section was modified to include additional approvers in approval processes.

Holidays – This section was modified to propose the addition of President's Day.

Bereavement Leave – This section was modified to include more inclusive language. This section was modified to specify the type of leave. This section has been modified to reflect the New Family Bereavement Leave Act formerly known as the Child Bereavement Leave Act that will go into effect January 1, 2023.