

## **ADAMS COUNTY PUBLIC LIBRARY**

### **SECTION 3.210 – WAGE PLACEMENT AND BENEFIT ELIGIBILITY** (adopted 4/11/01; revised 6/12/02; 5/12/04; 1/12/2011)

In general, the date of employment shall be the first date of continuing paid service with the ACPL. A resignation or an unapproved interruption in paid service shall establish a new date of employment.

An employee with a FTE assignment earns sick leave, personal leave, and holiday pay. However, the anniversary date for the calculation of such benefits shall be based on the date of employment as described in paragraph one of this section.

For placement on the wage schedule, experience shall be based on the date that the employee actually began duties under the current job description. However, the executive director may evaluate library training and experience to determine an adjustment to a wage schedule placement.

Employees with assignments of .75 FTE or higher are eligible to participate in the employer's medical insurance plan after working twenty (20) days in the FTE assignment. The employee may contact the fiscal officer for details of the plan and current procedures for enrollment and payment. (revised 1/12/2011)

The library reserves the right to amend, modify, alter or terminate the health insurance plan at any time. The library is not responsible for the insurance coverage of individuals who our insurance carrier refuses to cover. (revised 6/12/02)