

SCHEDULE C – COURT

22nd District Court

SALARY, EXPENSE AND OTHER ALLOWANCES

These shall be governed by specific appropriation in the Annual Budget, or at the discretion of the City Council upon the recommendation of the Chief Judge.

ANNUAL VACATION LEAVE (computed on fiscal year basis), to be used in accordance with the 22nd District Court's calendar, not to exceed ninety (90) days after new fiscal year begins July 1st.

July 1st of each year, employees will receive vacation time followed:

	Days per Month	Days per year
Beginning 2 nd year of seniority	1.00	12
Beginning 4 th year of seniority	1.08	13
Beginning 6 th year of seniority	1.17	14
Beginning 7 th year of seniority	1.42	17
Beginning 10 th year of seniority	1.50	18
Beginning 15 th year of seniority	1.75	21
Beginning 19 th year of seniority	1.83	22
Beginning 21 st year of seniority	1.92	23
Beginning 26 th year of seniority	2.00	24

PAID HOLIDAYS

New Years Eve
 New Years Day
 Dr. Martin Luther King Jr. Day
 President's Day
 Good Friday
 Memorial Day
 Independence Day
 Labor Day
 Columbus Day
 Election Day
 Veterans Day
 Thanksgiving Day
 Day After Thanksgiving
 Christmas Eve
 Christmas Day

1-Floating Holiday > Employees Birthday

SICK LEAVE

One (1) day per month cumulative to a maximum of two hundred (200) days. Upon retirement, employee shall receive on-half (1/2) of accumulation (not greater than 100 days) in cash. In the event of the employee's death, the principal beneficiary shall receive three-quarters (3/4) of the accumulation (not greater than 100 days) in cash.

The amount of sick leave used by an employee shall be equal to the number of regularly scheduled hours he (she) would otherwise have worked during their absence on such leave. Should a change in the workweek occur, accumulated sick leave shall be credited on the basis of the new work week schedule. Accumulated sick leave credit shall be converted to hours that would have been earned on the new work week schedule.

A certification of illness or jury from a physician of the City's choosing, at the City's expense may be required by the City as evidence of illness or disability before compensation for the period of illness or disability is allowed, and shall be mandatory if the illness or disability exceeds three (3) working days. Abuse of the sick leave privilege or falsification of illness or disability will result in disciplinary action up to and including discharge.

Sick leave credits will not be allowed when absence is due to the use of narcotics or intoxicants, willful misconduct, or any illness or injury incurred while self-employed or employed by, other than the City.

Any employee who becomes ill and unable to report for work, must, unless circumstances beyond the control of the employee prevent such reporting, notify the court administrator within one (1) hour after the starting time his/her particular shift on the first day of his/her absence, unless other reporting agreements are made between the employee and court administrator, and daily thereafter, if not hospitalized, or sick leave pay will not be allowed.

If the employee so elects, after all accrued sick leave is used, vacation leave may be used and payment made therefore to the extent of vacation leave accrued to which employee is entitled as of such date.

When an employee receives his/her last check for sickness, he/she will be placed on leave without pay for a period not to exceed three (3) years of his/her seniority, whichever is less. If, at the end of that time, employee is still unable to return to work, his/her employment shall be terminated. Employee shall be eligible for re-employment, provided he/she has completely recovered, and has a doctor's statement to that effect subject to City physical examination and approval, and provided further, that a position is available in accordance with his/her seniority.

During any period, an employee is off on a medical leave of absence, medical and life insurance will continue in full force by the employer at the group rate for a period not to exceed ninety (90) days.

Effective July 1, 1985, any schedule C employee of the Court who voluntarily terminates employment and who has 15 years or more of service with the City of Inkster may convert sick leave to vacation leave at the rate of (5) sick days to one (1) vacation day.

PERSONAL LEAVE

(4) days per year – not related to sick leave use and not cumulative. All use shall be with approval of the Court Administrator

EMERGENCY AND FUNERAL LEAVE

In the case of serious illness in the immediate family, emergency leave may be granted by the Court Administrator and/or Chief Judge. Immediate family shall include wife, husband, child, brother, sister, parent, parent-in-law, grandparents, and grandchildren.

In case of a death in the immediate family, upon approval from the Court Administrator and/or Chief Judge, leave may be granted. Immediate family is defined as wife, husband, child, brother, sister, parent, parent-in-law, grandparents, grandchildren, sister-in-law and brother-in-law.

LONGEVITY

Upon completion of three (3) years of service, seventy-five (\$75.00) dollars. Therefore, add to the base amount (to a maximum of \$650).

4 TO 5 YEARS	\$20 EACH YEAR
6 YEARS	\$25 EACH YEAR
7 TO 12 YEARS	\$30 EACH YEAR
13 TO 20 YEARS	\$35 EACH YEAR

DEFERRED COMPENSATION

All employees will be eligible to participate in a 457 Plan. Vacation payout may be added to this plan.

PENSION/RETIREMENT PLAN

Term and contribution shall be determined by the plan currently in force for AFSCME employees.

INSURANCE (Hospital/Medical – Sick/Accident – Long Term, Dental)

Terms, coverage and contributions shall be determined by the plan currently in force.

SEVERANCE PAY

If the employee's services are terminated involuntarily (for other than retirement or unlawful conduct), the employee shall be paid severance pay as follows:

For Service...

1. UP TO 2 YEARS	2 WEEKS PAY
2. UP TO 5 YEARS	4 WEEKS PAY
3. UP TO 10 YEARS	8 WEEKS PAY
4. MORE THAN 10 YEARS	10 WEEKS PAY

MATERNITY LEAVE

Terms and coverage shall be determined by the leave currently in force for the City of Inkster employees.

DUTY DISABILITY

For employees on workers' compensation, the City will supplement such benefits for up to 52 weeks. The supplement to be the difference between Workers' Compensation and their normal pay.

PART-TIME EMPLOYEES (NOT TEMPORARY EMPLOYEES)

Part-time employees are not eligible to participate in the benefits associated with full-time employment (i.e. health, optical, dental, etc.). Part-time employees will not be paid for holidays.

The Court Administrator may approve funeral leave. The Court Administrator may approve Emergency Leave on a case by case basis.

CREATED: Sept 2018 PG
Approved by: Judge Sabrina L. Johnson