

SUGGESTED CHANGES TO VIRLINA DISTRICT PERSONNEL POLICIES

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Applicants may be employed in compliance with the conflict of interest guidelines. The guidelines provide that there cannot be direct supervision of a relative or the supervisor cannot promote or recommend a salary increase for a relative.

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Employees may accept part time employment in addition to their employment by Virilina District by notifying either the District Executive Minister or Camp Director.

**OR a better idea is to eliminate this section altogether. the employer cannot control the time of an employee for which they are not being paid.

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Except in cases where the record of agreement provides otherwise, all employees shall have a six month probationary period at the beginning of employment. Upon completion of the six month probationary period, the supervisor shall evaluate the progress of the employee (in writing) and decide employment status. Probationary period employees are not eligible for paid leave.

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CURRENT - ANNUAL LEAVE

After 1st year	One (1) week vacation
After 2nd year	Two weeks vacation
After 6th year	Three weeks vacation
After 12th year	Four weeks vacation
After 15th year	Five weeks vacation

PROPOSED ANNUAL LEAVE

After probationary period	3 days
After 1st year	1 week (5 days)
After 3rd year	2 weeks (10 days)
After 5th year	3 weeks (15 days)
After 10th year	4 weeks (20 days)
After 15th year	5 weeks (25 days)

Page 5 VI D - 2 Paragraph 2

Vacation leave may be used for additional sick leave if necessary, Employees will be compensated at one-half (1/2) their daily pay rate for any unused leave days remaining at separation.

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The District Resource Center is open for business (5) days per week during the calendar year unless an approved holiday falls on a work day. Eligible employees may take leave during this period. Note: The VDRC will no longer be closed for Annual Conference and the two weeks at Christmas.