

Leave rates change for classified employees

The Kansas Board of Regents has approved new leave accrual rates for non-exempt and exempt classified employees. The implementation of these changes will take place in two phases.

The first phase, effective June 15, affects employees with more than 10 years of service. These employees will earn 6.7 hours of annual leave per pay period when in pay status for 80 hours. There will no longer be a distinction between 10 and 15 years of service.

The second phase, which goes into effect with fiscal year 2010, affects employees with more than five years but less than 10 years of service.

These employees will earn 5.5 hours of annual leave per pay period when in pay status for 80 hours.

Annual leave accrual for employees with less than five years of service remains unchanged.

Non-exempt classified employees who report fewer than 80 hours in a pay period shall earn annual leave on a prorated basis.

The maximum annual leave accruals and payouts for classified employees will be similar to unclassified beginning June 15. Maximum accruals will no longer be based on years of service. Classified employees may accrue up to 304 hours of annual leave.

Maximum leave payout upon termination will change to 176 hours. At retirement, an employee may receive payment for up to 240 hours of annual leave.

- (1) Non-exempt benefit eligible classified employees shall accrue leave in accordance with the following table.

FY 09 NONEXEMPT EMPLOYEES HOURS EARNED PER PAY PERIOD BASED ON LENGTH OF SERVICE			
Hours in Pay Status Per Pay Period	Less than 5 Years	5 Years & Less Than 10 Years	10 Years & over
0-7	0	0	0
8-15	0.4	0.5	0.7
16-23	0.8	1	1.4
24-31	1.2	1.5	2.2
32-39	1.6	2	2.9
40-47	2	2.5	3.6
48-55	2.4	3	4.3
56-63	2.8	3.5	5.0
64-71	3.2	4	5.7
72-79	3.6	4.5	6.5
80	3.7	4.7	6.7
Maximum Accumulation	304	304	304

(2) Exempt benefit eligible classified employees shall accrue leave in accordance with the following table.

IN FY09 EXEMPT EMPLOYEES			
HOURS EARNED PER PAY PERIOD BASED ON LENGTH OF SERVICE			
Hours in Pay Status Per Pay Period	Less than 5 Years	5 Years & Less Than 10 Years	10 Years & over
0	0	0	0
>0	3.7	4.7	6.7
Maximum Accumulation	304	304	304

Additional information, including the prorated accrual chart, will be available soon in a revised Classified Employee Leaves PPM 4860.