

# **ROSSVILLE CONSOLIDATED SCHOOL DISTRICT**

**2023-2024**

## **HANDBOOK FOR CLASSIFIED STAFF**

<b>NURSE – PART-TIME</b>
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**BOARD APPROVAL DATE**

June 6, 2023

**EFFECTIVE DATE**

July 1, 2023

The Rossville Consolidated School District's policy is not to discriminate on the basis of race, color, religion, sex, national origin, or handicapping condition, including limited English proficiency, in its educational programs or employment policies as required by state and federal laws.

## 1. **FINANCIAL COMPENSATION:**

### 1.1. Pay Rate:

Job Classification	Pay Rate/Per Hour
Nurse – Part-Time	19.60

### 1.2. Pay Schedule

The Part-Time Nurse will be paid bi-weekly for the period of time worked as reported through the time clock.

### 1.3. Extracurricular Sponsors, Coaches, Volunteers, or Chaperones

A classified employee who serves as an extracurricular sponsor, coach, volunteer, or chaperone for school groups or teams is not eligible for wage compensation for their classified position when the employee provides services for the District in such extracurricular capacity. According to the extracurricular compensation schedule established through the Master Contract between the Rossville Consolidated School District and the Rossville Classroom Teachers Association, those positions will be paid for such services. The employee recognizes that by taking extracurricular assignments or duties, their hourly classified staff wage will not be paid for the time the employee serves in the extracurricular capacity, including time spent on trips, meetings, or departure from the regular duties of this classified handbook.

## 2. **BENEFITS:**

### 2.1. Section 125

The benefits provided to employees by Section 125 of the Revenue Act of 1978, both Generation I and Generation II, shall be available. The school district will pay any start-up cost, and participating employees will pay the annual fee (if charged) and the monthly administrative fee.

## 3. **WORKDAY:**

The workday shall be prescribed by the Nurse with the Superintendent's approval and within the parameters approved by the Board of Education.

### 3.1.1. Hours & Days

Part-time Nurses may be assigned up to thirty (30) hours per pay period collectively, beginning one week prior to the first day of school for students and concluding on the last day for staff.

**4. EMPLOYEE CLASSIFICATION:**

Part-time Nurses are classified as At-Will employees. This means that the employment is not for a specific duration. The employee may be discharged from employment at any time, with or without cause, and without the right of a hearing by or appeal to the Board of Education or any other entity. The employee may also terminate their employment upon two weeks' advance notice to their supervisor.