

Confidential Administrative Support Staff Service Bonus and Meal Allowance

A. Service Bonus:

Confidential Administrative Support Staff Personnel would be eligible for a service bonus payment made on the pay date following the employee's anniversary date of employment in accordance with the following schedule:

<u>Years of Service Completed</u>	<u>Service Bonus</u>
Eight (8) years, but less than twelve (12) years	\$325
Twelve (12) years, but less than sixteen (16) years	\$375
Sixteen (16) years, but less than twenty (20) years	\$525
Twenty (20) years or more	\$625

The preceding service bonus adjustments shall not be added to the employee's base salary.

B. Meal Allowance

A Confidential Administrative Support Staff employee who is required to work three (3) or more hours in excess of their regular work day shall be entitled to receive a meal allowance of \$8.50.

C. Tuition Reimbursement (see Policy 3.2006)