

ESP Policy Manual Changes for 2023-24 School Year

Cover	<b>Update Dates:</b> June 8, 2023 & July 1, 2023	
Page 10 Complaint Managers	<b>Update Contact Info:</b> Nathan O'Dell GMS Principal 333 E Ogden Ave Geneseo, IL 61254 309-945-0599 nodell@geneseoschools.org	Brian Hofer Southwest Principal 715 S Center St Geneseo, IL 61254 309-945-0699 bhofer@geneseoschools.org
Page 17 Holidays	<b>Add:</b> "Employee Access calendar each school year" <b>Delete:</b> "the Benefit/Holiday Chart in this section"	
Page 18 Holidays	<b>Add:</b> "The Holiday Chart indicates the minimum number of paid holidays per school year for that ESP category. The actual holidays for current school year are adjusted according to the approved district calendar. Check Employee Access calendar to view holidays."	
Page 18 Benefit/Holiday Chart	<b>Add:</b> "180 workdays + 8 paid holidays" and "12 month work schedule + 13 paid holidays" <b>Delete:</b> Paid holiday list since it varies each school year and ESPs have access to correct holiday schedule in Employee Access	
Page 20 Sick Leave	<b>Add:</b> "mental or behavioral health complications"	