

CHICAGO PARK DISTRICT BENEFIT TIME SCHEDULE FOR 2025

Benefits are accrued on the last day of the month/quarter and **are available on the 1st of the** following month/quarter.

BENEFIT TIME	RATE OF ACCRUAL	DATE OF ACCRUAL	AVAILABLE FOR USE
Sick (SP)	8 hours per month	Last day of the month.	First day of the month, day after accrual.
Personal (PD)	8 hours per quarter	Last day of the quarter.	First day of the month, day after accrual.
Vacation (VC) *Depending on years of service	0 - 5 years = 8.67 hours Over 5 -10 years = 10.00 hours Over 10 years = 13.33 hours	Last day of the month.	First day of the month, day after accrual.

PERIOD	BENEFIT TIME	RATE OF ACCRUAL	DATE OF ACCRUAL	AVAILABLE FOR USE
JAN	Sick (SP)	8 hours per month	1/31/2025	2/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	1/31/2025	2/1/2025
FEB	Sick (SP)	8 hours per month	2/28/2025	3/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	2/28/2025	3/1/2025
MAR	Sick (SP)	8 hours per month	3/31/2025	4/1/2025
	Personal (PD)	8 hours per quarter	3/31/2025	4/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	3/31/2025	4/1/2025
APR	Sick (SP)	8 hours per month	4/30/2025	5/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	4/30/2025	5/1/2025
MAY	Sick (SP)	8 hours per month	5/31/2025	6/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	5/31/2025	6/1/2025
JUN	Sick (SP)	8 hours per month	6/30/2025	7/1/2025
	Personal (PD)	8 hours per quarter	6/30/2025	7/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	6/30/2025	7/1/2025
JUL	Sick (SP)	8 hours per month	7/31/2025	8/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	7/31/2025	8/1/2025
AUG	Sick (SP)	8 hours per quarter	8/31/2025	9/1/2025
	Vacation	8.67 hours / 10.00 hours / 13.33 hours	8/31/2025	9/1/2025
SEPT	Sick (SP)	8 hours per month	9/30/2025	10/1/2025
	Personal (PD)	8 hours per quarter	9/30/2025	10/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	9/30/2025	10/1/2025
OCT	Sick (SP)	8 hours per month	10/31/2025	11/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	10/31/2025	11/1/2025
NOV	Sick (SP)	8 hours per month	11/30/2025	12/1/2025
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	11/30/2025	12/1/2025
DEC	Sick (SP)	8 hours per month	12/31/2025	1/1/2026
	Personal (PD)	8 hours per quarter	12/31/2025	1/1/2026
	Vacation (VC)	8.67 hours / 10.00 hours / 13.33 hours	12/31/2025	1/1/2026