

PAID TIME OFF
Proration Schedule for 2025

Payroll Period Ending	Pay Period Number of the Leave Year	Prorated Hours to Pay Upon <u>Separation</u>	Prorated Hours to Credit upon <u>Entry</u> to MLS Class
01/25/25	1	10.77	140.00
02/08/25	2	21.54	129.23
02/22/25	3	32.31	118.46
03/08/25	4	43.08	107.69
03/22/25	5	53.85	96.92
04/05/25	6	64.62	86.15
04/19/25	7	75.38	75.38
05/03/25	8	86.15	64.62
05/17/25	9	96.92	53.85
05/31/25	10	107.69	43.08
06/14/25	11	118.46	32.31
06/28/25	12	129.23	21.54
07/12/25	13	140.00	10.77
07/26/25	14	10.77	140.00
08/09/25	15	21.54	129.23
08/23/25	16	32.31	118.46
09/06/25	17	43.08	107.69
09/20/25	18	53.85	96.92
10/04/25	19	64.62	86.15
10/18/25	20	75.38	75.38
11/01/25	21	86.15	64.62
11/15/25	22	96.92	53.85
11/29/25	23	107.69	43.08
12/13/25	24	118.46	32.31
12/27/25	25	129.23	21.54
01/10/26	26	140.00	10.77