**Human Resources I**

**Class Assignments**

**Due December 1, 2023**

**Assignment 2 – 25 points FLSA & Payroll**

Consider the following five positions, would you determine them to be exempt or nonexempt from the provisions of the Fair Labor Standards Act? (2pts each)

1. HS Principal – holds a ND Principal Credential, all teachers report directly to this principal
2. School Custodian – one of two custodians in the school, both report directly to the principal
3. Elementary School Administrative Assistant – manages the office operations with help from a paraprofessional for part of the day, but does not supervise the paraprofessional, reports to the school principal
4. Science Teacher - reports directly to the school principal
5. Bus Driver – reports to the transportation manager

Payroll problems: compute payroll gross pay for each of the above positions: (3 pts each)

* assume a bi-weekly pay period
* the pay week begins on Monday and ends on Sunday

1. HS Principal

Annual Salary $98,800

Bi-weekly Salary $3,800 for 26 pay periods

 Week 1: 56 hours worked

 Week 2: 42 hours worked

12 hours sick leave

54 total hours week 2

What is the Gross pay amount for this bi-weekly payroll?

2. Custodian

Paid Hourly $15 per hour

 Week 1: 35 hours worked

 2 hours sick leave

 4 hours vacation

 41 total hours week 1

 Week 2: 45 hours worked

Assume you are granting the use of the leave as hours shown above,

What is the Gross pay amount for bi-weekly payroll?

3. Elementary School Admin Assistant

Paid Hourly $18 per hour

 Week 1: 32 hours worked

 1 hour sick leave

 8 hours vacation

 41 total hours week 1

 Week 2: 40 hours worked

Assume you are granting the use leave hours as shown above,

What is the Gross pay amount for bi-weekly payroll?

4. Science Teacher

Annual Salary $67,830 contract

Bi-weekly Salary $3,230 over 21 pay periods Sept to May

 Week 1: 31 hours worked

 6 hours sick leave

 3 hours personal leave

40 total hours week 1

Week 2: 44 hours worked

What is the Gross pay amount for bi-weekly payroll?

5. Bus Driver

Paid Hourly $17 per hour

Week 1: 42 hours worked

 1 hour sick leave

43 total hours week 2

 Week 2: 42 hours worked

Assume you are granting the use of leave hours shown above,

What is the Gross pay amount for bi-weekly payroll?