

**WINNER SCHOOL DISTRICT 59-2
OFFICIAL SCHOOL BOARD POLICY**



SICK LEAVE

1. Teacher aides and building secretaries will be allowed eleven(12) days sick leave per year, which can be accumulative to forty-eight (48) days. This segment was originally adopted on 7-1-88.
2. Custodians and 12 month office staff will be allowed twelve (12) days sick leave per year, accumulative to forty-six (46) days. This portion of the policy was originally adopted on 8-13- 79, and amended on 7-1-88 and 6-1-2015.
3. Employees may participate in the Sick Leave Bank. Refer to the negotiated handbook for interpretation of the Sick Leave Bank.
4. A Sick Leave Bank PARTICIPATION is listed on page 2 of this particular policy.

**WINNER SCHOOL DISTRICT 59-2
OFFICIAL SCHOOL BOARD POLICY**



SICK LEAVE BANK PARTICIPATION FORM

Please complete the following and return to the Administration Office within fifteen (15) days of your employment.

Before completing the SICK LEAVE BANK PARTICIPATION FORM you may want to refer to the negotiated agreement.

Name: _____

Do you wish to participate in the Sick Leave Bank:

_____Yes _____No

If Yes, complete the remainder of this form.

If No, sign, date and return this form to the Administration Office.

If you have accumulated over the maximum number of days would you be willing to donate "days over the maximum" to the Sick Leave Bank at no cost to you?

_____Yes _____No

I hereby authorize the deduction of _____(s) from my accumulated sick leave. I understand that I will have to enroll annually until such time that the total days in the district's SICK LEAVE BANK reaches or exceeds 250 days.

Employee's Signature

Date