



SICK LEAVE BANK 2024-2025

SIGN UP

Eligible North River Collaborative employees working more than **20 hours per week and with at least one full year of employment** who wish to participate in the sick bank shall complete this Sick Leave Bank form by September 30, 2024, in order to contribute one (1) of their annual days of sick leave to fund the bank and in order to be a member. All members will be asked each year whether they wish to participate in the Sick Leave Bank for that school year.

No one may join the bank later during the same fiscal year. All deposits to the bank are to be voluntary. The number of days in the bank will be cumulative to four hundred (400) days in a given fiscal year. Until the total accumulation goes below the 400 days, the members who have donated days will not be obligated to donate any additional days to belong to the sick bank.

There are currently 507 days in the sick bank. If you contributed to the bank last year, please indicate that you want to remain in the bank for 2024-2025 school year. If you remain in the bank no sick days will be deducted from you for 2024-2025. If you are new to the bank, one sick day will be deducted from your FY25 sick time balance.

In addition, four volunteers are needed to represent the staff on the Sick Leave Bank Committee. If you sign up to participate in the bank, please also indicate whether you are willing to sit on the Sick Leave Bank Committee. Those participating in the bank will be asked to vote for four (4) staff members to represent them from the volunteer list.

SICK LEAVE BANK CHOICE

(Check One)

I wish to participate in the North River Collaborative Sick Leave Bank for the 2024-2025 school year and authorize the North River Collaborative to take one sick day from me if I am new to the sick bank. _____

I volunteer to sit on the Sick Leave Bank Committee. _____

I **DO NOT** want to participate in the Sick Leave Bank for the 2024-2025 school year. I understand I can join next year. _____

Print Name

Signature

Date

***Please return to Kelli O'Brien McKinnon by no later than September 30, 2024**