



Sick Leave Bank Enrollment Form Licensed

The purpose of the sick leave bank is to extend additional sick leave days to bargaining unit members should an illness or injury occur as described in the Collective Bargain Agreement between Salem-Keizer School District and Salem-Keizer Education Association, ARTICLE XX.

Each employee may contribute an initial one-half (1/2) day of his/her accumulated sick leave to a common bank. New employees become eligible to participate in the bank within 30 calendar days of the initial hire date. Current employees who have not participated previously are permitted to enroll during open enrollment but not later than October 31 of each year and are eligible to apply for hours from the bank after November 1 of that year.

- I am a newly hired employee and am enrolling within 30 days of my hire date.
- I am a current employee enrolling during Open Enrollment
(August 15 until October 31st for November 1 effective date)

I elect to participate in the Salem-Keizer School District Sick Leave Bank and do hereby irrevocably authorize and contribute one-half (1/2) work day of my accumulated sick leave to the Sick Leave Bank.

Signature _____ Date _____

Print Name _____ Employee # _____

Work Location _____

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