



Sick Leave Bank Notification

Print Form

CEA || Payroll and Benefits
Mat-Su Borough School District
501 N. Gulkana
Palmer, AK 99645
Ph: 907-746-9250 Fax: 907-761-4088

The Sick Leave Bank Agreement states, "All employees will automatically be enrolled in the sick leave bank and deductions will be made by payroll unless the employee exempts him/herself, in writing, to the payroll department within thirty (30) days of the beginning of the new school term or within thirty (30) days of initial employment."

- ☐ I elect to join the Sick Leave Bank.
- ☐ I elect NOT to join the Sick Leave Bank.

Employee Name:

Employee ID:

Social Security #:

Employment Location:

Employee Signature:

Date:

Witness:

Title:

Date: