



TWINSBURG CITY SCHOOL DISTRICT

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REQUEST FOR ADVANCE OF SICK LEAVE

I, _____, request an advance of _____ (not to exceed 5) days against my unaccumulated sick leave.

1972 Syllabi 15. Board should use discretion in advancing sick leave credit. Should a person granted additional sick leave, die, retire, or resign, the used but unearned amount would be subject to recovery.

I have read the above information and understand its content. Further, it is not my intention to resign prior to having earned the amount of sick leave I have been advanced.

Employee

Director of Human Resources

Date

Date

Revised 11/14

... where the schools and the communities are one. "