IMPORTANT…IMPORTANT…IMPORTANT

NON-FACULTY SICK LEAVE BANK

RE-ASSESSMENT ELECTION FORM

Dear Sick Leave Bank Member,

Please complete this form and return it to Human Resource Services (no box number needed), ***no later*** October 31, 2010. You ***must return*** this election form no matter what you choose to do.

_____ I elect ***to donate*** the equivalent of one (1) day of sick leave and ***maintain*** my membership in the Non-Faculty Sick Leave Bank.

One (1) day of sick leave will be assessed November 1, 2010.

_____ I elect ***not to donate*** sick leave thereby ***canceling*** my membership in the Non-Faculty Sick Leave Bank effective November 1, 2010.

Name: _____ MID#: _____

Department: _____ Email: _____

Signature: _____ Date: _____

Please feel free to contact any of the Trustees by phone or email if you have questions or concerns.

NON-FACULTY SICK LEAVE BANK TRUSTEES

Pat Stamps (pstamps@mtsu.edu) ext. 2862, term ends May 31, 2011

Jaye Kiblinger (jkibling@mtsu.edu) ext. 2902, term ends May 31, 2011

Will Pritchett (wpritche@mtsu.edu) ext. 2516, term ends October 31, 2012

Claudette Northcutt (cnorth@mtsu.edu) ext. 5924, term ends March 31, 2013

Janine Brink (jbrink@mtsu.edu) ext. 5600, term ends March 31, 2013

HUMAN RESOURCE SERVICES REPRESENTATIVE

Susan England, Ex-Officio (sengland@mtsu.edu) ext. 5791