

**Cameron Parish School Board**  
**Sick Leave Bank Donor Application Form**  
**Immediate Family = Spouse, Parent or Child of Employee**

\_\_\_\_\_  
 Social Security Number

\_\_\_\_\_  
 LAST Name

\_\_\_\_\_  
 FIRST Name                      Middle Initial

\_\_\_\_\_  
 Street/Post Office Box

\_\_\_\_\_  
 City, State, & Zip Code

Position (Check One)

**Teacher**  
 This includes all positions where the employee must hold  
 A valid Louisiana's Teacher's Certificate

**Bus Driver**

**Other**  
 Anyone NOT a Teacher or Bus Driver

Employment Status (Check One)

Full Time

Part Time

I have read the guidelines regarding the Sick Leave Bank and agree to donate at least one (1) but not more than ten (10) of my allotted sick leave days to the Bank. I also understand the provisions governing contributions and use of the Sick Leave Bank. This form must be completed and returned to the Payroll Department.

**ACT OF DONATION – SICK LEAVE BANK**  
**PARISH OF CAMERON/STATE OF LOUISIANA**

BEFORE ME, the undersigned notary public, duly commissioned and qualified in and for the parish and state aforesaid, and before the undersigned competent witnesses personally came and appeared.

Donor, of legal age and actively employed by the Cameron Parish School Board for a period of thirty-six (36) consecutive months and has a minimum balance of (50) sick leave days after donation, who hereby donates and delivers \_\_\_\_\_ sick leave day(s), with the maximum being ten (10) days, to the Cameron Parish School Board Sick Leave Bank. **This donation is not being made to an individual employee and is made in accordance with other provisions of policy GBRIIBB. This donation is hereby made irrevocable.**

SIGNED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_, in \_\_\_\_\_.

\_\_\_\_\_  
 Witness Signature

\_\_\_\_\_  
 DONOR SIGNATURE

\_\_\_\_\_  
 Witness Signature

\_\_\_\_\_  
 NOTARY PUBLIC

**FOR OFFICE USE ONLY**

APPROVED     REJECTED

Number of Days Approved: \_\_\_\_\_

\_\_\_\_\_  
 Signature of Superintendent

Comments: \_\_\_\_\_