

Classified Attendance Bonus

Employees that work the 9 week grading period without using any sick leave for that period will receive a \$75.00 attendance stipend. The attendance bonus will exclude any use of professional, personal or vacation days.

I am requesting payment for the attendance bonus for the following quarter:

- 1st quarter
- 2nd quarter
- 3rd quarter
- 4th quarter

Employee Signature Date

Supervisor Signature Date