

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 23, 2013

SUBJECT: Jim Sipes, Uncompensated Leave

CATEGORY: **Operations:** **Policy:** **Information:** **Personnel: X**

INITIATED BY: Natalie Fatica, CHQR

DESCRIPTION:

Jim Sipes, part-time Custodian (C-2) has requested an Uncompensated Leave of Absence as needed the for the months of May, June, July, and August for personal reasons .(see attached correspondence from Jim Sipes) Board Policy #539 (see attached) allows in certain instances an uncompensated leave of absence.

RECOMMENDATION:

Motion to approve the Uncompensated Leave of Absence for Jim Sipes for May, June, July, and August as needed.

Jim Sipes
1232 West 9th Street
Erie, PA 16502

May 15, 2013

To the Joint Operating Committee of Erie County Technical School, due to current personal issues, I would like to request an uncompensated leave of absence for the months of May, June, July and August. This is allowed under board policy #539 Uncompensated Leave of Absence. Thank you for your consideration.

Jim Sipes

A handwritten signature in blue ink that reads "James T. Sipes". The signature is written in a cursive style with a large, looped initial "J" and a distinct "T" in the middle name.