

### **Sick Leave Cash-In Plan Details:**

Full-time employees of Miami-Dade County Public Schools, **except Managerial Exempt Employees (MEP)**, may "cash-in" the sick leave that has been earned during the period of **July 1, 2012 through June 30, 2013**, subject to the following restrictions:

- You have used no more than three (3) sick, personal or leave-without-pay days **combined** during this period.
- You must have a remaining sick leave balance of no less than twenty-one (21) days after "cash-in".
- The sick leave cash-in is paid at a rate of 80%.
- This election is "**IRREVOCABLE**" after the enrollment period has ended.
- Your election must be made **by Thursday, June 6, 2013**.

### **Additional Information:**

Payment will be made via direct deposit on July 12, 2013; subject to all applicable deductions.