

APPENDIX C

Ulster BOCES Administrators' Association

PROFESSIONAL MEMBERSHIP DUES OPTION

Vacation Day Cash Value Exchange

As part of the Ulster BOCES Administrators' Association Collective Bargaining Agreement, each UBAA member has the option of reducing their accrued vacation days by up to two (2) days per year and use the cash value of those days for the reimbursement of professional membership dues.

Please indicate intention below and return this form to the Personnel Office by July 15th of each school year.

- I plan to reduce my accrued vacation for the current school year by _____ day(s) [up to a maximum of two (2) days] as it is my intention to use the cash value of those days to be reimbursed for professional membership dues. I understand that I must submit proof of payment on the Vacation Cash Exchange Voucher before I will be reimbursed.

- I do not wish to participate in the vacation day cash value exchange for Professional Membership dues reimbursement.

UBAA MEMBER
(Print Name)

DATE

SIGNATURE

PERSONNEL DEPARTMENT USE

Personnel Office Signature: _____

Date: _____