



Madison County Human Resources Department

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TO: Madison County Board of Supervisors

FROM: Loretta D. Phillips, Human Resources Director

RE: Correction to the Madison County Employee Handbook

SECTION #4: Time Off from Work, Sick Leave Page 4-3

An eligible employee who is expected to have a regular schedule of at least 21 hours, but less than 40 hours, will accrue sick leave at the rate of six (6) hours for each calendar month of service.

CORRECTION

An eligible employee who is expected to have a regular schedule of at least 21 hours, but less than 40 hours, will accrue sick leave time at the rate of four (4) hours for each calendar month of service.