



MAINE INDIAN EDUCATION
Beatrice Rafferty, Indian Island, and Indian Township Schools

REQUEST FOR LEAVE

Employee: _____ Date of Request _____

School/Site: Beatrice Rafferty Indian Island School

Indian Township School Central Office

Type of absence requested:

- Personal Sick Vacation Maternity/
Paternity - unpaid
- Bereavement Time without pay Other

Day(s)/Date(s) Requested: _____

Total days requested: _____

Employee's Name (printed)

Employee's Signature

Comments:

- Approved Denied Request More Information

Principal's Signature

Date

- Approved Denied Request More Information

Superintendent's Signature

Date