

ROSEBURG PUBLIC SCHOOLS  
Roseburg, Oregon

**CLASSIFIED EMPLOYEES**

**DESIGNATED BENEFICIARY**

Article 12, 13.4 (e) of the contractual agreement between the Roseburg Education Association and the School District reads as follows (see page 24):

“If an employee dies during his/her employment with the District, the monetary value of all unused sick leave shall be paid to a beneficiary, as designated by the employee.”

For that reason, it is necessary for you to designate a beneficiary. The beneficiary may be changed at any time by providing Human Resources with written notice.

Please designate your beneficiary on this form and return it to Human Resources.

Employee's Name \_\_\_\_\_

Beneficiary (Full Name) \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date