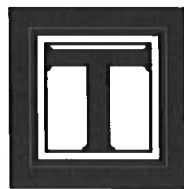


Thrun Policy Update Guide

*Guide for Adopting the
ESTA Thrun Policy Update
March 3, 2025*



THRUN
LAW FIRM, P.C.

POLICY SERVICE



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March 3, 2025

Re: Another ESTA Policy Update

Dear Thrun Policy Service Subscriber:

We published a policy update on January 17, 2025 to add a board policy to the Thrun Policy Manual based on the Michigan Earned Sick Time Act (ESTA), which at that time was anticipated to go into effect on February 21, 2025. ESTA did go into effect on that date as anticipated, but it was amended by the Legislature later that same day. Those amendments triggered updates to this policy, as well as its related form (the ESTA Hire Notice) and the form's attachment (a PDF copy of the amended ESTA).

We appreciate your patience as we continue to monitor ongoing changes in the law to ensure your board policies are always following legal compliance and best practices. Please do not hesitate to reach out with any questions. Policy subscribers with questions about these policy changes should contact their [Thrun Labor and Employment attorney](#). Please contact Thrun's Board Policy Administrator Lucas Savoie (Policy@ThrunLaw.com) with any questions about accessing the updated materials, or to be connected with a Thrun attorney.

Very truly yours,

THRUN LAW FIRM, P.C.

Policy Update Summary
Thrun Policy Update – March 3, 2025

Board Policy Manual	
Policy / Form	Revision(s) Made
4000 Series	
4113 Michigan Earned Sick Time Act (ESTA)	On February 21, 2025, the Michigan legislature passed amendments to the Earned Sick Time Act (ESTA). The updated policy and forms reflect these amendments to the ESTA.
4113-F Michigan Earned Sick Time Act (ESTA) Form - ESTA Hire Notice	
4113-F Attachment - ESTA	When sending the ESTA Hire Notice (Form 4113-F), include this PDF attachment that provides an updated copy of the ESTA, as well as the LEO Hire Notice (when published by LEO). There is a placeholder page in Form 4113-F to serve as a reminder to include this LEO Hire Notice once it has been made available by LEO.