

**P**ittsburg **E**ducation **A**ssociation

159 East 4th Street, Pittsburg, CA 94565

Phone: 925-432-0199 Fax: 925-432-4854 email: president@peateachers.org [www.peateachers.org](http://www.peateachers.org/)

# CATASTROPHIC LEAVE BANK APPLICATION

Please complete all information below and email back to president@peateachers.org

Name

Address

Telephone # School Site

# Please describe the nature of the illness in detail:

**Note:** All applications must be accompanied by a doctor’s verification of illness or disability.

I hereby request that the Catastrophic Leave Bank Committee consider my request for the donation of sick leave from the P.E.A. / P.U.S.D. Catastrophic Leave Bank

Signature

Date

# (for official use only)

Approved Denied

Comments:

**PEA Master Agreement**

# CATASTROPHIC SICK LEAVE BANK

* + 1. The Catastrophic Sick Leave Bank shall be created to assist employees who have a long-term illness or disability as verified by a physician and who have exhausted their accumulated sick leave. Only individuals who have contributed to the Bank shall be eligible to draw from the Bank.
		2. Only bargaining unit members who have ten (10) days of accumulated sick leave may contribute one (1) sick leave day to the Bank. All donations to the Bank shall be irrevocable.

# …

* + 1. The maximum cumulative number of days which any one person may be granted from the Bank during his/her period of employment with the District is thirty (30) days. Members of the Bank may draw from the Bank after all sick leave has been exhausted. A member who draws from the Bank will be paid at his/her regular daily rate of pay. Sick leave from the Bank may not be granted for periods of disability when monies are being paid to the bargaining unit member under Article 7.6 - Industrial Accident or Illness Leave.
		2. Applicants for benefits from the Bank must make application to Association.
		3. At the beginning of each school year there will be a six-week open enrollment period. Bargaining unit members must notify the Sick Leave Bank Committee, in writing, of their desire to participate in the Bank. At the close of the enrollment period, the Association shall notify the Business Office of the participating individuals, the total number of days contributed and a copy of the written authorization to deduct sick leave. New unit members employed after the open enrollment period shall have thirty (30) days to enroll in the

Bank. Membership in the Bank is continuous unless a member notifies the Association, in writing, of their desire to cancel their participation in the Bank, or they decline further contribution to the Bank as outlined in section 7.17.7 immediately below.

* + 1. All unused days contributed to the Bank shall be carried over from year to year. When the total number of days in the Bank is reduced to thirty days (30) or less, the Committee shall inform the Bank membership that in order to continue membership in the Bank, the member shall be required to donate an additional day. Members of the bank who elect not to donate an additional day shall no longer be participants in the Bank, and the District shall be so notified. The maximum amount of days that can be drawn from the Bank in any one school year is one hundred (100) days. All donations to the Bank shall be non-refundable.

Rev. 12/2014