

C. Sick Leave Bank

A Sick Leave Bank shall be established effective November 1, 1980. The intent of this Sick Leave Bank is to protect members from financial burden due to a major illness or injury. It is not intended to be a solution to the problem of exhaustion of a member's sick leave days. The Bank shall be administered according to the following guidelines:

1. The Sick Leave Bank will be administered by the Association.
2. The Sick Leave Bank shall be established by the voluntary contribution of one day of accumulated sick leave per participating bargaining unit member in the bargaining unit. This shall be accomplished by November 1. (Sick Leave Bank Authorization Form - see Appendix C-2).
3. The maximum number of days in the Bank shall not exceed 150 days.
4. The District shall notify the Association when the number of days in reserve reaches 20 or less so that replenishment may take place.
5. Replenishment of days will be on the same basis as the establishment of the Bank.
6. There will be no more than one replenishment per year.
7. Only participating teachers may draw on the Bank. A person withdrawing from participation in the bank will not be able to withdraw contributed days.
8. An eligible bargaining unit member drawing on the Bank must first exhaust all of his/her accumulated sick leave.
9. Members do not have to repay days borrowed.
10. A statement requesting use of Sick Bank days, including the approximate number of days requested, must be submitted to the District.
11. In case of a bargaining unit member's incapacitation, requests may be submitted by a member of the bargaining unit member's family.
12. Participating teachers may draw on the Bank using the following guidelines:
 - a. One day for each year of full-time continuous service at Jordan-Elbridge.
 - b. One day for each two days of accumulated sick leave as of the beginning of the school year.
 - c. The number of days arrived at by (a) and (b) above will be limited to the number of school days remaining in the current school year.
13. It is understood that anyone added to the teaching staff after the school year begins will be afforded the opportunity of joining the Sick Leave Bank during an open 30-day period; forms would be made available through the District Office upon request. Further, it is understood that teachers who had not joined when the Sick Leave Bank was initially established would be given the opportunity to do so during the month of September of each school year.
14. The District may require medical documentation of any claim to the Bank at any time.