

SICK LEAVE BANK

NTA Contract Article 13.2 A & B

A. The rules of the Sick Bank shall include the following:

1. Applications for use of the Sick Bank shall be in writing to the Superintendent, or designee
2. Eligibility requirements, including exhaustion of employee's accumulated sick leave in accordance with Article 13.1 E
3. Upon request of the employer, the employee shall provide a doctor's note or written statement for use of the Bank
4. Employees shall have the right to reserve days in accordance with Article 13.1 E
5. An eight work-day waiting period between exhaustion of the employee's accumulated sick leave and the use of the Sick Leave Bank
6. Sick Leave and Short-Term Disability use stops upon the first day of eligibility for benefits under the District's Long-term Disability Insurance Plan
7. 180 day lifetime maximum use of the Sick Bank. A Committee of the NTA President and the Superintendent of Schools shall make the final decision on the use of the Sick Leave Bank

B. Contributions to the Sick Leave Bank

1. Whenever the number of days in the Bank is reduced to equal or less than the number of unit members, each unit member shall contribute one additional sick leave day from the individual's sick leave accrual. Contributions may only be made in accordance with this procedure. Individuals without sick leave days to contribute shall be required to contribute at the earliest new allocation date.

An accounting of the balance of the Sick Bank will be provided to the NTA by October 15 of every school year. The accounting will include the number of days in the Sick Bank, the number of current unit members, and the number of days used since the last accounting.

2. Employees who use the Sick Leave Bank shall pay back the days at the rate of four days per year.