

**PROFESSIONAL / SUPPORT STAFF  
SICK LEAVE BANK**

The parties acknowledge that it is in the best interest of both the District and the employees to limit payments from the Sick Leave Bank to those situations in which no alternative funding is available. To facilitate reaching this goal, all members of the Sick Leave Bank shall be required to attend a presentation on the benefit of acquiring disability insurance. The Union will encourage employees to obtain disability insurance. Should an employee be eligible for coverage by both the Sick Leave Bank and an insurer, the Sick Leave Bank will become the secondary income provider.

A Sick Leave Bank shall be maintained whereby an employee who suffers a long-term illness or disability which requires extended hospitalization or home confinement and for which no worker's compensation benefits are available shall be eligible to apply for paid sick leave after the employee exhausts all accumulated sick leave.

The Sick Leave Bank shall be composed of three (3) employees appointed by the Federation and three (3) employees appointed by the District. Appointments shall be made annually. A chairperson shall be elected by the appointed members at its first meeting. Decisions shall be made by a majority vote of a majority quorum.

An employee may join the Bank by completing an application and contributing sick leave to the Bank. Contributions to the Bank are not refundable. Applications for membership in the Bank will be accepted prior to October 1 of each year or within thirty (30) calendar days after an employee is hired, whichever is later.

An employee shall be eligible to withdraw from the Bank provided the employee has contributed at least one (1) day to the Bank.

An employee who exhausted all accumulated leave shall be eligible to apply for sick leave from the Bank. If the employee's application for days is accepted, the committee will reserve the right to determine the number of days awarded.

Maximum withdrawal from the Bank shall be forty (40) days. Additional days may be requested by submitting a new application to the Committee.

If the total number of days in the Bank is reduced to one hundred eighty (180) days, the Committee will require members to donate an additional day to the Bank. All members will be provided written notice of the need for additional donations. Membership will be continued provided the member contributes the additional day. Previously donated days shall not be refunded to an employee upon termination of membership.

An employee who has applied to the Bank for sick days may attend the meeting at which the Committee will review the application. The employee may be accompanied at the meeting by a representative or the representative may attend alone on behalf of the employee. The Committee shall have the sole authority to either approve or disapprove applications for Bank benefits. The decision of the Committee shall be final.

**GADSDEN INDEPENDENT SCHOOL DISTRICT**

All applications for days shall be considered accepted unless voted against by a majority of the Committee. Decisions of the committee shall not be subject to district grievance procedures. Failure of the committee to follow procedures set down in this article shall be grievable.

An employee who exhausts all accrued paid leave and benefits under the Sick Leave Bank and is unable to return to work because of sickness or disability or is receiving disability benefits under the Worker's Compensation Act shall be placed on an unpaid leave for a period not to exceed one (1) year. The employee may be asked to submit supporting documentation for the leave to the District.