

Professional Personnel

Sick Leave Bank

The Board of Education establishes a sick leave bank to provide extended sick leave to employees who have exhausted all accumulated sick leave days and are not eligible under any other existing program that provides paid leave. It is the intent of the Board that the bank serve as a safety net for employees who are faced with catastrophic situation (life threatening, long term, incapacitating injury or illness) involving either the employee or a member of the employee's immediate family.

Participation in the bank is voluntary. Each employee who wishes to participate shall donate one non-refundable day to the bank each fiscal year. If the bank shows danger of being depleted before the end of the year, employees may be requested to make additional contributions. If the bank is dissolved, the days donated will be forfeited. An employee who is not a participant in the bank shall not be eligible to withdraw days from the bank.

Employees receiving workers' compensation, benefits under TRS, IMRF, social security disability, or any similar program are not eligible to withdraw days from the bank. Employees may not be employed elsewhere while using bank days.

The bank shall be administered by a joint committee consisting of two (2) administrators and two (2) association members. The Sick Leave Bank Committee is authorized to establish written rules and regulations for the implementation and administration of the bank. Bank records will be maintained in the Human Resources Office.

Adopted: July 20, 1999