



"New" Open Enrollment Dates

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Open Enrollment for 2017/18 October 1 - November 30, 2017

CNTA/CNUSD CATASTROPHIC LEAVE BANK

Application for Membership (Collective Bargaining Agreement, Article 13.16)

(Return completed application to the CNTA office via pony mail, or email
(lorene@wearecnta.org or tonia@wearecnta.org) or fax: 951-737-1440 by Nov. 30th, 2017

Name: _____

Address: _____

Cell #: _____ Personal Email: _____

Social Security #: _____

School Site: _____

I am a permanent teacher yes no

I currently have _____ sick days (check your most recent pay stub).

I hereby authorize the donation of two sick days to join the Bank.

I also authorize the donation of an additional day for each year's membership.

I understand the following:

- a. The donation of days is irrevocable.
- b. I may not designate the recipient of these days.
- c. An additional day of sick leave may be required if the number of days falls below 25% of the number of bargaining unit members & failure to contribute this day will result in termination of my membership in the bank. Any such requirement or resulting termination will be communicated in writing.
- d. Membership is ongoing from year to year unless I notify the District and Association in writing to discontinue membership in the Bank.
- e. Any eligible unit member may donate to the Catastrophic Leave Bank from their first two (2) days of yearly accruable personal sick leave. Two of their initial 10 days of personal sick leave shall be donated to the Sick Leave bank on the first day of their membership.
- f. Unit members joining the Sick Leave Bank during open enrollment (Oct. 1 - Nov. 30th) shall become members of the bank on the first day of December 1.

Signature: _____ Date: _____



Catastrophic Leave Bank Questions

1. WHO CAN JOIN THE CATASTROPHIC LEAVE BANK?

Any teacher, who is a permanent employee can enroll with **zero** days at open enrollment because you *will receive 10 days at the beginning of the school year. Two of those ten days* you receive at the beginning of the school year will be used to enroll in the Catastrophic Leave Bank for 2017-2018.

2. MUST TEACHERS JOIN?

No, membership is entirely voluntary.

3. WHAT QUALIFIES AS A CATASTROPHIC ILLNESS OR INJURY?

Any illness or injury that is expected to incapacitate a member for more than 30 days except illness or injury that qualifies for Workers' Compensation. Medical verification will be required.

4. MAY I JOIN AFTER I SUFFER A CATASTROPHIC ILLNESS OR INJURY?

You may join at regular enrollment periods only. Any illness or injury suffered before your enrollment will not be covered.

5. DESIGNATED CONTRIBUTIONS FOR A SPECIFIC PERSON?

Members of the Catastrophic Leave Bank may contribute as many of their accrued personal sick leaves days, beyond a base of ten (10) personal sick days, as they wish in increments of ten (10) days, or less, to designated individuals. (a) Donations voluntary; (b) Donating unit members shall be able to do so after the receiving unit member has exhausted his/her own personal sick days; and (c) Any mutually agreed upon condition. Forms are available at the CNATA office by calling 951-737-3414.

6. WHAT ABOUT PRIVACY?

Only the Catastrophic Leave Bank Committee will be aware of requests unless there is an appeal. In that case, the Superintendent and the Association President will be involved and make the final decision.

7. HOW MANY DAYS MUST I CONTRIBUTE TO JOIN?

There is an initial one-time contribution of one day to join and another day is required for the yearly membership. Your contribution will be (2) days in the year that you join.

8. WHAT ABOUT NEXT YEAR?

An additional one (1) day would be required each year of membership unless the Bank reaches (1000) days. At that point, only new members would be assessed any days (the initial 2 days.)

9. MAY I WITHDRAW FROM THE BANK ONCE I HAVE JOINED?

You may withdraw at any time, but contributed days are not returned.

10. WHAT DO I NEED TO DO IF I NEED TO WITHDRAW DAYS?

If you suffer a catastrophic illness or injury, you will be asked to complete a "Catastrophic Leave Bank Withdrawal Form" and provide doctor's note. The form and doctor's note must be submitted to the Catastrophic Leave Bank Committee. You may request up to (80) days in (20) day increments. **Recipients will pay back one day per year until allotted days are repaid.** A unit member who has exhausted sick leave but still has differential leave available is eligible for withdrawal from the bank. Use of the Sick Leave Bank benefit is allowable only as a supplement to such differential leave. The District shall pay the unit member full pay and the bank shall be charged on a pro-rata basis.