



CATASTROPHIC LEAVE BANK APPLICATION *Article 13.17*

Return completed application to the CNTA office using one of the following methods:

Place in the pony mail to CNTA

Email form to office@wearecnta.org

Deadline to submit: May 31st, annually

Name: _____ CNUSD Employee Number: _____

Address: _____

Cell #: _____ Personal Email: _____

School Site: _____

Please indicate that you understand and agree to the following terms and conditions:

Complete information on the Catastrophic Leave Bank is contained in **Article 13.17** of the Collective Bargaining Agreement. I agree to all provisions of this article.

Specifically, I understand that the following apply:

- a. I hereby authorize the contribution of the first two (2) days of my accruable annual personal sick leave on July 1. **Article 13.17(b)(3)**
- b. The donation of days is irrevocable. **Article 13.17(b)(4)**
- c. I may not designate the recipient of these days. **Article 13.17(b)(4)**
- d. In order to utilize leave from the bank, I must suffer a catastrophic injury/illness that is expected to incapacitate me for an extended period of time (in excess of thirty (30) days). **Article 13.17(c)(1)**
- e. If the number of days in the bank falls below 25% of the number of bank participants by April 30th of a particular year, then an additional day contribution will be required on July 1st from each member of the bank. **Article 13.17(b)(5)**
- f. Membership is ongoing from year to year, unless I fill out a CNTA Catastrophic Leave Bank Cancellation Form or fail to make a required contribution. **Article 13.17(b)(6) & Article 13.17(b)(7)**
- g. Unit members applying for membership to the Catastrophic Leave Bank prior to May, 31st shall become full members on July 1st after the assessment of their first two days of contribution. **Article 13.17(b)(3)**
- h. In order to utilize leave from the bank, you will be required to submit a **CNTA Request for Withdrawal Form**, a **CNTA Medical Evaluation Form**, and an **official Doctor's note** indicating the nature of the injury or illness, the probable length of absence from work, and a statement that the illness/injury is catastrophic. **Article 13.17(c)(6)**
- i. If I utilize leave from the bank, I will be required to pay back one day per year until allotted days are repaid or I leave employment with the district. **13.17(c)(6)**

Signature: _____ Date: _____