

Education Support Professionals (ESP) Sick Leave Bank

In accordance with Article VI-D Sick Leave Bank of the NAFT ESP Unit bargaining agreement effective September 1, 2024, thru August 31, 2027.

A Sick Leave Bank has been established by the initial contribution of twenty-five (25) days by the School District and one (1) day each by participating employees. The purpose of the bank is to permit usage of additional sick leave by participating employees whose sick leave is exhausted through prolonged illness. (A prolonged illness shall be one that has caused absence of more than fifteen (15) consecutive days.) Vacation, personal, and compensatory days must be used by the participating employee before he/she is eligible to draw upon the Sick Leave Bank. Sick Leave Bank days may be carried over from year to year with a maximum accumulation of one day per participating ESP. There shall be no limit on the number of participating ESP who may access the Sick Leave Bank during any contract year. In the event that the Bank reaches zero days, it shall be re-filled by the contribution of each participating ESP of one day from their accumulated sick leave, provided that the Bank shall not be re-filled more than three times during any contract year.

1. To be eligible for Sick Leave Bank days the applicant must be a member of the bargaining unit, must have completed a ninety (90) day period and must have contributed at least one (1) sick leave day prior to application.
2. Application for benefits shall be in writing in the form of a letter to the Superintendent of Schools accompanied by a doctor's certificate as to the illness and the anticipated extent of recovery time for the illness.
3. The initial grant of days from the Sick Leave Bank will cover up to twenty-five (25) working days of any one prolonged illness; and the grant will end on the last workday of the contract year in which the prolonged illness began. Consideration will be given for additional days beyond the twenty-five (25) in the event that the prolonged illness continues. In no instance shall more than one (1) additional grant coupled with the initial grant exceed fifty (50) days for that individual in this contract year.
4. The Sick Leave Bank will be administered by a Sick Leave Bank Committee comprised of four (4) members: One (1) School Committee member; The Superintendent of Schools; two (2) members of the Federation.
5. The decision of the Sick Leave Bank Committee with respect to eligibility and entitlement shall be final and binding and not subject to appeal.
6. No days may be withdrawn from the Sick Leave Bank for use for other than prolonged illness. Days may not be withdrawn to permit the individual to be absent to care for other members of the applicant's family.
7. Upon return from an extended sick leave, the employee shall be returned to a substantially equal position.

Please sign below to accept or decline participation in the Sick Leave Bank.

I agree to have one sick leave day deducted from my account and entered into the ESP Sick Leave Bank, thus making me a member and entitling me to any and all provisions.

Accept: _____ **Decline:** _____

Print Name _____

Signature _____ **Date** _____