



ETIWANDA TEACHERS Association

...representing the teachers of the Etiwanda Elementary School District

Donation to the ETA Sick Leave Bank

The following is a memorandum of understanding regarding the use of sick leave bank-catastrophic leave donation procedure.

Catastrophic Leave Donation is on a case-by-case agreement between the Etiwanda School District and the Etiwanda Teachers Association. Any bargaining unit member may irrevocably donate up to two (2) earned and unused days of sick leave to the ETA Sick Leave Bank. The days are used for another bargaining unit member who has suffered a long-term or catastrophic illness and who has fully exhausted all paid leaves including differential pay, short term disability and any income derived from an income protection plan.

Once donated to the ETA Sick Leave Bank, the donation becomes irrevocable and is saved until used by a bargaining unit member.

Donation of Days (Please check your preference for 1 or 2 days below):

_____ I would like to donate one (1) day to the **ETA Sick Leave Bank**.

or

_____ I would like to donate two (2) days to the **ETA Sick Leave Bank**.

_____ I understand that my donation of sick days is irrevocable.
(Initial)

Print Name of Member Donating

Donor's School Site

Signature of Member Donating

Date

Please send this completed form to ETA Secretary. Thank You!

For Office Use Only

Approved by ETA _____

Approved by ESD _____