

Medical Leave Bank – Classified Staff

A medical leave bank has been established to provide a source of leave for a district employee who has a serious illness or accident and uses up all accumulated leave or for a new employee who likewise has a serious illness or accident and does not have accumulated leave to use. The medical leave bank will operate under the following regulations:

1. A classified employee who is entitled to medical leave may join the medical leave bank by donating two days of leave (equal to the number of hours worked by the classified employee).
2. When a participant has used all accumulated leave (or in the case of a new participant has no accumulated leave to use) and has incurred two days of salary deduction for personal illness, accident, medical disability of the classified employee or his/her immediate family and/or his/her spouse's immediate family (parents, grandparents, siblings, children, grandchildren and spouse) or any person permanently living in the employee's home, he/she may submit an application, signed by a physician verifying the medical need. The participant may request to draw up to a maximum of 30 leave days (equal to the number of hours each individual employee works a day).
3. The deadline for joining the medical leave bank is October 1 of each school year. All forms shall be filed in the central office on or before October 10 of each school year. Employees hired after October 1 may join the medical leave bank within 30 days of employment.

Medical leave bank committee

1. The classified staff medical leave bank will be administered by a committee of five classified employees chosen by the Fremont Classified Association. The committee members shall select the chairperson.
2. Applications that have been approved by the medical leave bank committees shall be presented to the superintendent on the day of or the day following the approval. If an application is denied by the committee, the chairperson shall send the application back to the applicant on the day of denial or the day following the denial, accompanied by a written explanation of the denial.
3. Decisions of the medical leave bank committee with respect to eligibility shall be final and binding and not subject to review through the grievance procedure.
4. The medical leave bank committee shall report the status of the bank to the superintendent at the end of each school year.

If an employee withdraws from the medical leave bank, the employee's donated days will not be returned. If the employee reapplies for membership, the employee will be required to contribute the initial contribution in order to become a member.

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