

Sick Leave Bank Form

Teacher's Name	
School	
Date	



COACE
CENTRAL OHIO ASSOCIATION
OF CATHOLIC EDUCATORS

COACE Agreement Article 14.4

In the event it becomes necessary, each school will establish a sick leave bank for the use of all teachers in the school.

- a) Teachers who are teaching in their first or second year in the Deaneries are given priority.*
- b) Each teacher in the building may voluntarily contribute days of sick leave from the teacher's current accumulated sick leave account to the school sick leave bank when needed. Sick days contributed by any teacher shall be deducted from the teacher's accumulated sick leave account. Contributions shall be made only in full-day increments and only on the basis of a signed request by the contributing teacher.*
- c) The parties recognize that the sick leave bank is intended for special cases involving prolonged personal illness of the teacher. **After a teacher has exhausted accumulated sick leave, the school sick leave bank may be used for additional leave by the teacher not to exceed thirty (30) additional days of leave, upon application by the teacher.** A physician's statement may be required with the application in order to be considered.*
- d) The Principal, based on the advice of the physician's statement, shall determine the number of days to be used from the sick leave bank by a teacher.*

I choose to donate ____ day(s) from my sick back to be used for _____.

Contributing Teacher's Signature _____