

CATASTROPHIC LEAVE

ENROLLMENT QUICK FACTS

What is the purpose of Catastrophic Leave? To provide a way to help employees who have catastrophic events requiring them to be away from work to recover or to care for an immediate family member after the employee has exhausted all other available types of leave.

Who can join the Catastrophic Leave Bank? Any benefit eligible employee of EGUSD can join during Open Enrollment (July 1st- October 1st) each year or when first hired.

If I am already a member of the Catastrophic Leave Bank and I want to remain a member, do I need to fill out another form each year? No. If you're already a member, you remain a member therefore a new form is not necessary.

How many days of sick leave or vacation do I need to donate to join? Employees may donate one or two days of sick leave or vacation to the leave bank. The maximum donation is 2 days. Those choosing to donate 2 days will be charged 2 days each time their bargaining unit's balance requires a donation. AFSCME members will donate 1 sick leave day per year, regardless.

How often do I have to donate? New members make a deposit when joining. Current members make a deposit only when their bargaining unit's bank balance gets low, in which case, you would be notified.

Who do I contact to confirm I am a member or if I have additional questions? Please email Pacita Nicolas @ pnicolas@egusd.net in Human Resources. Be sure to provide your Employee Identification Number (EIN).

