

Catastrophic Leave Bank and Bereavement Leave Benefits



August 15, 2023

Strategic Goal 2

Northwest ISD will recruit, value, and retain highly effective staff prepared to meet the individual needs of our students and learning community.

Catastrophic Leave Bank

- Purpose
- Membership
- Administration
- Committee
- Utilization

Purpose

To provide a pool of local sick leave established on a voluntary basis to be used by any member of the Bank or immediate family member who suffers a catastrophic illness that forces them to exhaust all their leave.

Membership

- Minimum of 850 full-time employees participate
- Donate 1 day of local sick leave each school year during the enrollment period

Catastrophic Leave Bank Committee

- Human Resources Administrator (1)
- Paraprofessional Staff (1)
- Elementary Teachers (4)
- Secondary Teachers (4)
- Other Staff (1)
- General Counsel (1)

Utilization

- Exhaust all available paid leave
- Qualify for a catastrophic illness or event
- Provide request and medical documentation for committee review
- All medical information will remain confidential
- Request for use of the bank is anonymous

Bereavement Leave

- 3 Bereavement Days
- Death of a member of the employee's immediate family

Questions
