

## Cambridge Public Schools Sick Leave Bank

*(Refer to specific union contract for exact language)*

### Instructions

1. Please attach a medical doctor's evaluation of illness or injury to completed form. The doctor's statement must include specific data, including dates of confinement at home or in the hospital.
2. Completed Sick Leave Bank Request Form should be submitted to the union president at the address indicated on the form.

	Total Annual Sick Leave Bank Allocation	Maximum Per Applicant	Deductible Days	Applicant Requirements	
<b>Bargaining Unit</b>					
CTA Units A & B Teachers and Administrators	400 Days	<ul style="list-style-type: none"> <li>• 25 days per application—if additional days are needed, re-application is required</li> <li>• 45 maximum per year</li> </ul>	Years	Deductible	<ul style="list-style-type: none"> <li>• Application certified by Physician</li> <li>• Applicant must have exhausted personal sick leave before effective date of additional sick days</li> </ul> <p>When a member of the bargaining unit has borrowed days from the SLB he/she will be required to return to the CPS one half of the days granted from the SLB. These days will be deducted from accumulated personal sick leave.</p>
			1	10 days	
			2	9 days	
			3	8 days	
			4	7 days	
			5	6 days	
			6	5 days	
			7	4 days	
			8	3 days	
			9	2 days	
			10	1 day	
11	0				
CTA Unit C Clerks	75 Days	<ul style="list-style-type: none"> <li>• 20 days per application – if additional days are needed, re-application is required</li> <li>• 30 maximum per year</li> </ul>	Same as above	Same as above	
CTA Unit E Paraprofessionals	100 Days	<ul style="list-style-type: none"> <li>• 20 days per application – if additional days are needed, re-application is required</li> <li>• 30 days maximum per year</li> </ul>	Same as above	Same as above	

<p>AFSCME, AFL-CIO Council 93, Local 1611 Custodians</p>	<p>50 Days</p>	<ul style="list-style-type: none"> <li>• 20 days per application – if additional days are needed, re-application is required</li> <li>• 30 days maximum per year</li> </ul>	<p>Same as above</p>	<p>Same as above</p>
<p>Cambridge Food Service Employee Association</p>	<p>On July 1, the School Committee will deposit ½ day per member employed on that date. However, the number shall not be less than forty (40) days.</p>	<ul style="list-style-type: none"> <li>• 15 days per application-if additional days are needed, re-application is required.</li> <li>• 30 days maximum per year</li> </ul>	<p>Same as above</p>	<p>Same as above</p>
<p>The Cambridge Professional Safety Specialists Association</p>	<p>15 Days</p>	<ul style="list-style-type: none"> <li>• 7 days per application-if additional days are needed, re-application is required</li> <li>• 7 days maximum per year</li> </ul>	<p>Same as above</p>	<p>Same as above</p>
<p>AFSCME, AFL-CIO The Cambridge Liaisons Invested in Families &amp; Education</p>	<p>75 Days</p>	<ul style="list-style-type: none"> <li>• 20 days per application-if additional days are needed, re-application is required</li> <li>• 30 days maximum per year</li> </ul>	<p>Same as above</p>	<p>Same as above</p>