



Santa Ana Educators' Association Inc. CTA-NEA

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Health Emergency Leave Program (HELP)

also known as *Catastrophic Leave Bank

WHAT IS HELP and what can it do for me and others?

SAEA's Health Emergency Leave Program (HELP) allows SAEA members to request additional days of paid leave due to a potentially fatal medical emergency or illness. This program allows continued income and health benefits when you need it most. When all other leaves have been exhausted, this program comes into play, but only if you have contributed days to the bank. **What's in it for me?** A maximum of 180 days may be granted in a member's lifetime. You may never need this assistance, but there will be colleagues who may. We often want to help, but don't know how, this is the avenue, negotiated with the District, to make it possible.

Here is a real-life example of how this negotiated benefit assisted a fellow member:

Dear SAEA Member,

Five and a half years ago, I received some devastating news. My heart condition had deteriorated to the point where I needed a heart transplant and could no longer work at the teaching job I love. I took a deep breath and found out how to go about taking a medical leave of absence and prepared to wait for my life-changing phone call. That phone call came on January 7, 2015. I received my new heart on January 9th. All has gone well, and I am now back at Kennedy Elementary teaching 3rd grade once again.

My return to Kennedy would not have happened so seamlessly without our Union's HELP Bank. By April, my sick days long gone and the 100-day differential dwindling, I turned to our Union and applied to withdraw days others had so generously given. I was so happy I had contributed days when this benefit first opened. Without this benefit, I would have been jobless and without insurance at a critical time in my life. With this help, I could concentrate on my recovery and be ready for the rigors of the classroom once again.

I strongly urge all teachers to donate sick days to the HELP Bank. You never know when a medical need will arise and this type of support means the world. Even if you never utilize it, those days will make a difference to a fellow teacher and is a gift beyond measure.

In addition to contributing days to the HELP Bank, I also made sure I signed up for disability insurance through "The Standard" early in my career. When one has an illness, there are unexpected expenses and those funds coming each month during my recovery eased some gaps in my budget. It is a small deduction of sick days for great peace of mind.

The heart transplant was life changing! The support of our Union and my fellow teachers has given me the ability to touch the lives of the children and families of Santa Ana once again. Please make sure you donate sick days to the HELP Bank. You will not regret it.

Ms. Loretta Beaumont, Teacher at Kennedy



Health Emergency Leave Program (HELP)



Article X – SAEA / SAUSD Collective Bargaining Agreement

10.6 Catastrophic Leave

- 10.6.1 Catastrophic leave shall be defined as a life-threatening serious illness or injury that incapacitates a unit member in excess of fifteen (15) consecutive duty days. A physician's verification that the illness or injury is life-threatening shall be provided.
- 10.6.2 To be eligible for catastrophic leave, the unit member shall have exhausted all fully paid sick leave.
- 10.6.3 A unit member shall not be eligible for catastrophic leave during the period of time the unit member is receiving full pay under Industrial Accident or Illness Leave (10.2.8).
- 10.6.4 Only full-time unit members with eight (8) or more days of accumulated sick leave shall be permitted to donate days toward catastrophic leave.
- 10.6.5 The Association shall establish a Catastrophic Leave Bank and shall establish procedures for administering the Bank.
- 10.6.6 Requests for catastrophic leave shall be filed with the Association.
- 10.6.7 Requests for catastrophic leave do not absolve an employee from providing all necessary documents verifying illness and authorizing absence from the District due to illness.
- 10.6.8 The Association shall inform the Human Resources Office of the names of unit members who have donated sick leave days and how many days they have donated.
- 10.6.9 The Association shall provide the District upon written request, information and documentation regarding eligibility for catastrophic leave and related matters.
- 10.6.10 A unit member may file a grievance alleging a violation of sections 10.6.2, 10.6.3, and 10.6.4 only.
- 10.6.11 Catastrophic Leave shall be reopened at the request of either party.

Enrollment form attached



Health Emergency Leave Program (HELP)



ENROLLMENT FORM

To the Santa Ana Educators' Association Office

Beginning this 2021-22 school year, I authorize the Payroll Department of the Santa Ana School District to deduct a total of three (3) days of sick leave from my annual leave allotment. I understand that one (1) day of sick leave will automatically be deducted each year until I contribute a total of three (3) days. These days will serve as my contribution for membership in the Health Emergency Leave Program also known as the Catastrophic Leave Bank.

Cancellation of membership in HELP will only occur once submitted in writing and received by both SAUSD payroll department and the SAEA HELP Committee.

The authorization shall continue in force until I revoke it or the maximum numbers of days have been donated.

Member Name (please print)

School/Work Site

Member Signature

Date

Member personal Email (*required)

Last four numbers of your SS#

PLEASE RETURN THIS COPY NO LATER THAN

NOVEMBER 30, 2021 to the Santa Ana Educators' Association (SAEA) Office
(District mail can be used)

Important: Contributed days will not be credited back. Please keep a copy of this form for your records. A confirmation email acknowledging your membership will be sent within 30 days of receipt of this form by the SAEA HELP Committee.



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ENROLLMENT REQUIREMENTS

- Employee must work a minimum of a 60% contract
- Employee must sign up and donate one sick day a year for 3 consecutive years to HELP

BENEFIT QUALIFICATIONS

- Days will be deducted and verified by the SAUSD Payroll Department
- Must be out of a regular work assignment for more than fifteen consecutive work days
- Use all accrued sick days
- Use up to 100 days of differential pay
- Provide written diagnosis from a licensed medical doctor
- Pre-existing conditions may not qualify

WHAT AILMENTS QUALIFY FOR HELP

- Life –threatening; or potentially fatal illness
- Severe, debilitating complications resulting from surgery

HOW TO ENROLL

- Complete the enclosed Enrollment Form
- Mail the completed form to the SAEA Office and a confirmation letter will be sent to you

MORE INFORMATION

- Contact your Site Representative or,
- Call SAEA at 714-542-6758
- If you are already a member of HELP you do not need to reapply
- Email to: saeapresident1@gmail.com

* *Collective Bargaining Agreement Article 10.6*

OPEN ENROLLMENT NOW THROUGH NOVEMBER 30, 2021

HELP IS HERE FOR YOU!