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## Sick Bank Donation

As per the teacher negotiation agreement Article 22: All employees may participate in the Sick Leave Bank on a voluntary basis. Sick Leave Bank may be utilized by an employee who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition.

An employee may utilize the Sick Leave Bank only under the following conditions: (1) the employee has exhausted, or will exhaust, all sick leave as a result of the condition, (2) the condition has caused, or is causing, the employee to take leave without pay or to terminate employment, and (3) the condition is serious, extreme, or life-threatening condition.

“Relative of the employee” means a spouse, child and children’s spouse, parent, stepparent, grandchild, grandparent, sibling and sibling’s spouse or household member who resides in the same house as the teacher who shares a duty to provide financial support.

“Severe” or “extraordinary” means serious, extreme or life-threatening, including temporary disability resulting from pregnancy, miscarriage, childbirth, and recovery.

The Board of Education shall require the employee to submit, prior to approval or disapproval, a medical certificate from a licensed physician or health care practitioner verifying the severe or extraordinary nature and expected duration of the condition.

Provisions for participation include the following:

1. Each employee participating in the sick leave bank will be assessed one day of his sick leave upon his initial enrollment in the Sick Leave Bank. Each member shall be assessed one day of his sick leave each subsequent year of membership until the bank has over one hundred (100) days. No more days will be added except from new enrollees until the bank is depleted to below fifty (50) days. When the Sick Leave Bank total falls below a minimum fifty (50) days, each active member will be assessed one day each. This assessment will be made at the time of enrollment as a Sick Leave Bank member, that being the first official school day.

2. Additions will be made to the bank at the beginning of each school year according to the limitations stated in Item 1.

3. A person withdrawing from membership in the Sick Leave Bank will not be able to withdraw the contributed days.
4. Only those employees participating in the Sick Leave Bank will be eligible to withdraw days, and then only after their accumulated sick leave and excess sick leave are used. 30
5. No more than ten (10) sick leave days will be granted per request. Application may be made for additional days.
6. Persons withdrawing sick leave days from the Sick Leave Bank will not have to replace these days except as a regular contributing member to the bank.
7. The sick leave bank will be overseen by a committee comprised of a teacher from each building, N.E.A. president and N.E.A. secretary. All committee members must be members of the sick leave bank. The committee will make a determination on any application for additional days.
8. Members may voluntarily donate additional days to the sick leave bank. Donated days will reduce their number of accumulated sick leave days by that number.

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This form will need to be given to the Payroll Clerk on or before the first day of each school year.

I, \_\_\_\_\_, would like to be added to the sick bank participant list and donate 1 (one) day of my sick leave to the sick bank. I understand that 1 (one) day will be taken away from my accumulative sick leave each year until I withdraw.

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Employee Signature

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Date