

OAKLAND UNIFIED SCHOOL DISTRICT
1025 SECOND AVENUE, OAKLAND, CA 95606
AND
OAKLAND EDUCATION ASSOCIATION
272 E. 12TH STREET, OAKLAND, CALIFORNIA 94606
Joint Catastrophic Leave Committee

Dear OEA Bargaining Unit Member:

We are taking this opportunity to write to you about a benefit that could protect your income, should you exhaust your accumulated sick leave and extended sick leave. That benefit is known as Catastrophic Leave. It is designed to protect your salary when you are facing financial hardship because you have suffered a severe incapacitating illness or injury which is expected to be for an extended period of time and is documented by your licensed attending physician's statement. Enrollment will begin September 2 and continue until October 31. For you to be eligible for this benefit, you must have twenty (20) days of accrued sick leave *after* you contribute one **(1) day** of your accumulated sick leave to the Catastrophic Leave Bank. To make a contribution, fill out the form below and send it to: Oakland Education Association, 272 E. 12th Street, Oakland, CA 94606 or fax it to 763-6354. We hope you will never have to make use of Catastrophic Leave, but it is imperative that you avail yourself of this unique protection, if you have not already contributed to the Catastrophic Leave Bank (OEA/OUSD 2003-2004 Contract: Article 11).

Sincerely,

Sheila Quintana, OEA President

Dr. Randolph Ward, State Administrator

Contribution to Catastrophic Leave Bank

(Print name) _____ Social Security# _____

(If you do not wish to include your SS # for privacy reasons, you must present this form in person).

I am employed by the Oakland Unified school District (OUSD) and I am a member of the Bargaining unit represented by the Oakland Education Association (OEA). I hereby ask that **one (1) day** of my accumulated sick leave be credited to the OUSD Catastrophic Leave Bank. I understand that this is an irrevocable contribution and that I will be eligible to receive Catastrophic Leave under the provisions of the collective bargaining agreement between OEA and OUSD. I will have twenty (20) days of accrued sick leave after the District deducts my donated day by December 2003.

Signature

Date

Mail to: OEA, 272 E. 12th Street, Oakland, Oakland, CA 94606 or fax to 763-6354