



# GARDEN GROVE EDUCATION ASSOCIATION



## REPRESENTATIVE COUNCIL AGENDA

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### VIRTUAL MEETING: SEPTEMBER 28, 2021 @ 3:30 VIA ZOOM

**GGEA Mission Statement:** GGEA is an association of educators who advocate for the well-being of our membership and the students we serve.

**2021-22 Goal:** Engage membership through internal organizing to build a stronger union.

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### DETERMINATION OF QUORUM

- I. CALL TO ORDER / ADOPTION OF AGENDA
- II. MEMBER COMMENTS
- III. APPROVAL OF MINUTES
- IV. PRESIDENT'S REPORT
- V. TREASURER'S REPORT
- VI. EXECUTIVE DIRECTOR'S REPORT
- VII. REPORTS
  - A. Negotiations
  - B. Leadership
  - C. Membership
  - D. Segments
  - E. Committees
- VIII. NETWORKING
- IX. OLD BUSINESS
  - A. Committees
  - B. TheStandard Open Enrollment
  - C. Catastrophic Leave Bank
- X. NEW BUSINESS/INFORMATION
  - A. CTA District M Board of Director, Joe Bartell
  - B. Cal Casualty
  - C. Rules & Elections – Ratification of Election Results
- XI. ADJOURNMENT



### Announcements

- 10/5 GGEA BOD Meeting
- 10/5 GGUSD School Board Meeting (In Person)
- 10/11 GGEA/GGUSD Maternity Workshop
- 10/12 Segments
- 10/19 Kelly's Hollywood Movie
- 10/26 Rep Council

### Zoom Information

**Meeting ID: 861 3396 1892**

**Passcode: repcouncil**



## GARDEN GROVE EDUCATION ASSOCIATION

### CALL TO ORDER/ADOPTION OF AGENDA

The meeting of the Board of Directors of the Garden Grove Education Association, Inc. was called to order at 3:34 p.m. on Tuesday, June 1, 2021, on the online meeting through Zoom by the President Kelly Nolan.

A quorum was established at that time.

**BOARD MEMBERS PRESENT:** Kelly Nolan, Debra Coleman, Nicole Ciccarelli, Thanh Nguyen, Rebecca Koopowitz, Lori Lazarony, Mike Godoy, Veronica Conklin, Julie Vo, Karyn Lui-Silverberg, Dawn Floyd, and Paul Kim (Executive Director).

**BOARD MEMBERS ABSENT:** Sarah Chau-Lee and Dancoise Clayborn

**APPROVAL OF MINUTES** The Board approved the Minutes for the Board of Directors dated May 4, 2021.  
The Board approved the Minutes for the special meeting of the Board of Directors dated May 11, 2021.  
The Board approved the Minutes for the special meeting of the Board of Directors dated May 25, 2021.  
The Board accept the Minutes for the special meeting of the Representative Council dated May 4, 2021.  
The Board accept the Minutes for the Representative Council dated May 25, 2021.

### MEMBER COMMENTS:

**PRESIDENT'S REPORT:** The President's Report was received: Topic covered: working on Retirement Tribute.

**TREASURER'S REPORT:** The Treasurer's report: Topic covered: Financial Report.

**RESOLVED:** I move that the Board of Directors accept and forward the May 2021 Financial Report to Rep Council. Motion by Thanh Nguyen; second by Dawn Floyd. Motion approved.

**EXECUTIVE DIRECTOR'S REPORT:** The Executive Director's Report: Topics covered: shared results of the survey, planning summer projects, and dealing with member issues.

### REPORTS

The following reports were given:

1. **NEGOTIATIONS:** ED shared that Payment for Academic Achievement MOU, Classroom Supplies/Equipment MOU and Release Day MOU were signed; next bargaining date is Sept. 23;
2. **ORGANIZING:** no report;
3. **COMMUNICATIONS:** no report;
4. **NEW TEACHER:** no report;
5. **COMMUNITY ACTION:** no report;
6. **RETIREMENT:** no report;
7. **HUMAN RIGHTS:** no report;
8. **SPED:** no report;
9. **SCHOLARSHIP:** no report;
10. **PIC:** no report.
11. **RULES AND ELECTIONS:** no report;
12. **HEALTH AND SAFETY:** no report;
13. **IPD:** no report;
14. **GRIEVANCE:** no report;
15. **EAC:** no report;
16. **MEMBERSHIP:** no report;
17. **LEADERSHIP:** CTA State Council this coming weekend;
18. **ELEMENTARY SEGMENT:** no report;
19. **INTERMEDIATE SEGMENT:** no report;
20. **HIGH SCHOOL SEGMENT:** no report.

**OLD BUSINESS:**

**NEW BUSINESS:**

- A. TheStandard Disability/Life Insurance Open Enrollment will start August 15
- B. Committee Chairs 2021-2022 in place
- C. BOD Liaisons for Committees 2021-2022 will be assigned in the Fall
- D. BOD Summer Availability requested by President
- E. No need for help from GGEA Board with Opening Site Bags
- F. President requested volunteers to read at the Retirement Tribute

RESOLVED: I move that the Board of Directors approves the per diem for 4 days at the CTA daily rate for NEA RA Delegates. This motion requires the expenditure of Association funds as budget in line item numbered: 520. Motion by Veronica Conklin; second by Debra Coleman. Motion approved.

**DISCUSSION FROM THE BOARD**

- Question asked about transfers and seniority
- Eisenhower School had a great visit from California Superintendent Tony Thurmond
- Thanh Nguyen said his farewell
- Movie titled *Kelly's Hollywood* was recommended to show to our members

**ANNOUNCEMENTS**

- 6/2 Retirement Tribute
- 6/3-5 CTA State Council
- 6/3 GGEA RA Delegates Zoom
- 6/4 GGEA Installation Banquet @ Knott's Hotel
- 6/9 Students' Last Day
- 6/10 Teachers' Last Day
- 6/30-7/3 Virtual NEA RA
- 8/12 First Day for Teachers
- 8/16 First Day for Students
- 8/? GGEA Runoff Elections (Elementary Segment Director/CTA State Council Delegate)
- 9/21 GGEA BOD Retreat

Board of Directors meeting:	Sept. 7, 2021	3:30 pm at the GGEA Office
Next Board of Education meeting:	June 1, 2021	7:00 pm at the district office
Next Segment meetings:	Sept. 14, 2021	3:30 pm at the GGEA Office
Next Representative Council meeting:	Sept. 28, 2021	3:30 pm TBD

The meeting adjourned at 4:42 p.m.

Respectfully submitted,

  
Rebecca Koopowitz, Secretary



## GARDEN GROVE EDUCATION ASSOCIATION

### CALL TO ORDER/ADOPTION OF AGENDA

The regular meeting of the **Representative Council** of the Garden Grove Education Association, Inc. was called to order at 3:39 p.m. on Tuesday, August 24, 2021 at the Lincoln Center by President Kelly Nolan.

A quorum was established at that time.

**BOARD MEMBERS PRESENT:** Kelly Nolan, Debi Coleman, Nicole Ciccarelli, David Cho, Rebecca Koopowitz, Sarah Chau-Lee, Mark Sanchez, Veronica Conklin, Mike Godoy, Julie Vo, Karyn Lui-Silverberg and Paul Kim (Executive Director).

**BOARD MEMBERS ABSENT:** Dawn Floyd

**Schools not represented and, therefore, with no vote:** Anthony, Bryant, Enders, Evans, Hill, Lawrence, Mark Twain, Russell, Skylark, Sunnyside, Violette, Zeyen, K-6 TOSAs, Bell, Fitz, Irvine, Jordan ATP, Ralston, Walton, Santiago, 7-12 TOSAs, K-12 TOSAs and Nurses.

**Member Comments:** None

**APPROVAL OF MINUTES:** The Rep Council accepts the Minutes for the Board of Directors meeting dated May 4, 2021.  
The Rep Council accepts the Minutes for the Board of Directors special meeting dated May 11, 2021.  
The Rep Council accepts the Minutes for the Board of Directors special meeting dated May 25, 2021.  
The Rep Council approved the Minutes for the Special Representative Council dated May 4, 2021.  
The Rep Council approved the Minutes for the Representative Council dated May 25, 2021.

**PRESIDENT'S REPORT:** The President's Report was received. Topic covered were: introduced new Treasurer- David Cho.

**TREASURER'S REPORT:** The Treasurer's Report was received. Topic covered was: budget closes on August 31, 2021.

**EXECUTIVE DIRECTOR'S REPORT:** The Executive Director's Report was received. Topics covered were: shared information on Catastrophic Leave bank- people to sign-up and 2 members from GGEA to be on the committee.

### REPORTS

The following reports were given:

1. **NEGOTIATIONS:** Chair gave report; open enrollment in October for insurance;
2. **LEADERSHIP:** no report;
3. **MEMBERSHIP:** we have 38 new members;
4. **ELEMENTARY SEGMENT:** no report;
5. **INTERMEDIATE SEGMENT:** no report;
6. **HIGH SCHOOL SEGMENT:** no report;
7. **ORGANIZING:** need a new chairperson;

8. **COMMUNICATIONS:** met during the summer and set up schedule for the year for the Advocate; the online version is going out within a week and paper version in October;
9. **NEW TEACHER:** no report;
10. **COMMUNITY ACTION:** no report;
11. **HUMAN RIGHTS:** no report;
12. **RETIREMENT:** no report;
13. **SPED:** no report;
14. **RULES AND ELECTIONS:** no report;
15. **IPD:** no report;
16. **SCHOLARSHIP:** no report;
17. **PIC:** no report;
18. **GRIEVANCE:** no report;
19. **HEALTH AND SAFETY:** no report;
20. **EAC:** no report.

**NETWORKING**

None

**OLD BUSINESS**

None

**NEW BUSINESS/INFORMATION**

- A. The Standard Representative addressed the members
  - a. Open Enrollment (need at least 5 percent of all members to sign-up)
    - i. Aug. 15-Oct. 15
- B. Rules and Elections
  - a. There is a runoff election coming
- C. GGEA Committees recruiting members and chairpersons
- D. GGEA Site visits
  - a. First visiting sites that lack a site representative
- E. Future meetings for GGEA
  - a. Rep Council will be hosted at Lincoln Center due to its larger capacity
  - b. Sites are assigned seating to encourage vertical networking

**OTHER:** None

**ANNOUNCEMENTS**

9/6 Labor Day

Board of Directors meeting:	Sept. 7, 2021	3:30 pm Virtual Meeting
Next Board of Education meeting:	Sept. 7, 2021	7:00 pm at GGUSD
Next Segment meetings:	Sept. 14, 2021	3:30 pm TBD
Next Representative Council meeting:	Sept. 28, 2021	3:30 pm Lincoln Center

The meeting adjourned 4:39 p.m.

Respectfully submitted,

  
Secretary Rebecca Koopowitz

**Garden Grove Education Association**  
**Adopted Budget 2020-2021 (Rev 11/17/20 and 6/8/21)**

		<b>Adopted 2020-2021</b>		<b>8/31/2021</b>	<b>% used</b>
<b><u>INCOME</u></b>				<b>Year End</b>	
410	Dues	\$ 333,000.00	1850@\$180	\$ 321,425.81	97%
420	CTA Rebate	\$ 400,881.00	Avg FDE 1860	\$ 387,037.00	97%
430	NEA Rebate	\$ 40,481.00	CTA FDE	\$ 41,531.00	103%
SUB TOTAL		\$ 774,362.00	1900.57	\$ 749,993.81	97%
416	CD Interest Income	\$ 8,000.00	9/1/2020	\$ 7,585.17	95%
653.7	IFT Awards from CTA	\$ 14,808.97		\$ 7,245.97	49%
653.6	Rollover- Carver	\$ 2,787.80		\$ 2,787.80	100%
653.5	Rollover- Clinton Corner	\$ 9,956.54		\$ 3,494.57	35%
<b>NET INCOME</b>		<b>\$ 809,915.31</b>		<b>\$ 771,107.32</b>	<b>95%</b>

**EXPENSES**

***GOVERNANCE***

**GOAL - Support an Efficient and Effective Organization**

505	President's Expense	\$ 3,500.00		\$ 1,997.50	57%
510	Board of Director's Expense	\$ 4,000.00		\$ 2,525.77	63%
520	NEA/RA Convention	\$ 26,000.00	13 x \$2000	\$ 2,278.69	9%
525	NCUEA membership	\$ 450.00		\$ 450.00	100%
530	CCUEA/LUAC	\$ 300.00		\$ 100.00	33%
535	Orange Service Center Council	\$ 320.00	4x4x\$20	\$ -	0%
536	CTA State Council	\$ 2,720.00	4x4x\$170	\$ 571.38	21%
540	Room Rental	\$ 400.00		\$ -	0%
545.1	Meals/Refreshments	\$ 9,000.00		\$ 2,039.11	23%
545.2	Elementary Segment	\$ 600.00		\$ 560.00	93%
545.3	Intermediate Segment	\$ 500.00		\$ 448.00	90%
545.4	High School Segment	\$ 400.00		\$ 324.00	81%
545.5	Rep Council	\$ 3,000.00		\$ 1,883.03	63%
570	Miscellaneous (incl. Petty Cash)	\$ 500.00		\$ 480.00	96%
SUB TOTAL		\$ 51,690.00		\$ 13,657.48	26%

***PROGRAMS AND SERVICES***

**GOAL - Communicate Effectively with our Members**

605.1	ADVOCATE	\$ 6,500.00	3 print/3 online	\$ 692.49	11%
605.3	Web Page Maintenance	\$ 2,000.00		\$ -	0%
605.4	Web Page Design	\$ 250.00		\$ -	0%
605.5	Tech Support	\$ 2,000.00		\$ 700.00	35%
610.2	Other Publications	\$ 500.00		\$ 44.00	9%
611.2	Reference Materials	\$ 300.00		\$ 59.00	20%
SUB TOTAL		\$ 11,550.00		\$ 1,495.49	13%

**Garden Grove Education Association**  
**Adopted Budget 2020-2021 (Rev 11/17/20 and 6/8/21)**

***LEADERSHIP TRAINING***

**GOAL - Develop Strong Leadership**

615.1	OSCC Leadership Conference	\$ 2,000.00	\$ -	0%
615.2	Board of Directors Training	\$ 9,000.00	\$ -	0%
615.3	CTA Reg IV Leadership Conf.	\$ 5,000.00	\$ -	0%
615.4	CTA President's Conf	\$ 800.00	\$ -	0%
615.55	NEA Leadership Summit	\$ 1,200.00	\$ 35.00	3%
615.8	Leadership Development	\$ 3,500.00	\$ -	0%
615.9	CTA Issues Conference	\$ 3,000.00	\$ -	0%
615.10	Equity & Human Rights Conf	\$ 5,000.00	\$ 90.01	2%
615.11	Region IV Political Academy	\$ 500.00	\$ -	0%
615.12	Summer Institute	\$ 2,000.00	\$ -	0%
615.13	NCUEA Conferences	\$ 3,000.00	\$ -	0%
615.14	LGBTQ+ Conferences	\$ 4,000.00	\$ -	0%
615.15	NEA Racial & Social Justice Conf	\$ 1,000.00	\$ -	0%
616	Special Conferences	\$ 4,000.00	\$ 150.00	4%
617	Good Teaching Conference	\$ 5,000.00	\$ 47.11	1%
	SUB TOTAL	\$ 49,000.00	\$ 322.12	1%

***MEMBERSHIP***

**GOAL - Promote and Protect the Rights of our Members**

625.1	Membership Promotion	\$ 10,000.00	\$ 535.00	5%
625.2	CTA Retired Dues	\$ 1,000.00	\$ 1,200.00	120%
625.4	School Site Visits	\$ 3,000.00	\$ -	0%
626	New Educator Programs	\$ 2,500.00	\$ -	0%
627	Rules & Elections	\$ 1,500.00	\$ 2,773.54	185%
632	Surveys	\$ 1,500.00	\$ -	0%
633	Negotiations/Bargaining Team	\$ 5,000.00	\$ 3,250.55	65%
	SUB TOTAL	\$ 24,500.00	\$ 7,759.09	32%

***COMMUNITY ACTION***

**GOAL - Develop a Stronger Presence Throughout the Community**

635.1	Public Relations (Charities)	\$ 1,500.00	\$ 800.00	53%
635.2	Community Action Projects	\$ 500.00	\$ -	0%
635.3	Chamber of Commerce	\$ 300.00	\$ 159.00	53%
635.4	"I Make A Difference"	\$ 500.00	\$ -	0%
635.5	Day of the Teacher Projects	\$ 1,000.00	\$ -	0%
635.8	Intradistrict Relations	\$ 500.00	\$ -	0%
635.9	Community Contacts(School Board)	\$ 1,000.00	\$ 121.20	12%
635.10	Lobbying Programs	\$ 499.00	\$ -	0%
635.11	Crisis Fund	\$ 100.00	\$ -	0%
	SUB TOTAL	\$ 5,899.00	\$ 1,080.20	18%

**Garden Grove Education Association**  
**Adopted Budget 2020-2021 (Rev 11/17/20 and 6/8/21)**

***GGEA COMMITTEES***

**GOAL - Empower our Membership and Increase Leadership Opportunities**

640	Special Ed Committee	\$	2,000.00	\$	-	0%
645	Retirement Programs and Projects	\$	100.00	\$	159.80	160%
651	Organizing Committee	\$	3,000.00	\$	-	0%
652	Human Rights Workshops	\$	1,000.00	\$	-	0%
653	IPD Committee	\$	1,000.00	\$	-	0%
653.7	IFT Grants - Hazard	\$	14,808.97	\$	7,563.00	51%
653.6	Rollover - Carver	\$	2,787.80	\$	-	0%
653.5	Rollover - Clinton Corner	\$	9,956.54	\$	6,461.97	65%
655	Service Committees (Scholarship)	\$	500.00	\$	362.54	73%
	SUB TOTAL	\$	35,153.31	\$	14,547.31	41%

***TRIBUTES AND RECEPTIONS***

**GOAL - Recognize our Memberships' Efforts**

660.2	Retirement Tribute	\$	5,000.00	\$	3,120.51	62%
660.3	"WHO" Awards	\$	1,000.00	\$	(446.00)	-45%
660.4	Board of Directors Installation	\$	3,000.00	\$	2,017.91	67%
660.5	Recognition Reception	\$	5,500.00	\$	3,750.00	68%
660.6	Other Tributes	\$	300.00	\$	796.42	265%
660.7	Nurse Appreciation	\$	500.00	\$	500.00	100%
618	Special Projects	\$	2,000.00	\$	-	0%
619	Scholarship Fund	\$	14,000.00	w/Pavey \$	4,000.00	29%
665	Association Hospitality	\$	2,000.00	\$	67.40	3%
667	Released Time (Subs)	\$	8,000.00	\$	1,676.45	21%
680	Legal Services	\$	2,000.00	\$	-	0%
	SUB TOTAL	\$	43,300.00	\$	15,482.69	36%

***OFFICE AND OPERATIONS***

**GOAL - Establish and Maintain an Effective Office Operation**

110	Reserves	\$	(1,000.00)	\$	-	0%
705	Office Equipment/Furniture	\$	2,000.00	\$	608.97	30%
710	Supplies	\$	9,000.00	\$	4,907.80	55%
715	Computer Software	\$	1,500.00	\$	1,587.70	106%
716	Online Technology Services	\$	700.00	\$	853.22	122%
720	Regular Postage	\$	500.00	\$	152.45	30%
730	Telephone/Internet	\$	9,500.00	\$	7,764.02	82%
740	Insurance	\$	600.00	\$	500.00	83%
745	Property Tax	\$	500.00	\$	228.52	46%
750	Accounting	\$	7,000.00	\$	8,050.00	115%
760	Rent	\$	78,385.27	3% increase \$	71,949.80	92%
770	Equip Maintenance/Copier	\$	2,000.00	\$	638.04	32%
780	Bank Service & Check Chgs	\$	400.00	\$	360.00	90%
	SUB TOTAL	\$	112,085.27	\$	97,600.52	87%



**Garden Grove Education Association**  
**Adopted Budget 2020-2021 (Rev 11/17/20 and 6/8/21)**

**PERSONNEL**

**GOAL - Attract and Retain Quality Employees**

810.1	Executive Director Salary	\$ 131,020.00	\$ 138,021.82	105%
810.2	Executive Director H&W	\$ 24,325.65	\$ 24,237.34	100%
810.3	Executive Director Payroll Tax	\$ 11,267.72	\$ 11,336.77	101%
810.4	Executive Director Retirement	\$ 87,500.00	\$ 89,363.60	102%
810.5	Executive Director Expense	\$ 5,000.00	\$ 1,047.66	21%
810.6	Executive Dir. Training/Travel	\$ 5,000.00	\$ 633.20	13%
810.7	Executive Director Auto	\$ 7,200.00	\$ 7,200.00	100%
810.8	Executive Director 401k match	\$ 2,620.40	\$ 3,674.63	140%
820.1	Associate Staff Salaries	\$ 144,446.40	\$ 146,870.20	102%
820.2	Associate Staff H&W	\$ 48,215.64	\$ 48,383.07	100%
820.3	Associate Staff Payroll Tax	\$ 24,844.78	\$ 25,038.32	101%
820.4	Associate Staff Mileage	\$ 500.00	\$ 73.66	15%
820.5	Associate Staff Retirement	\$ 101,500.00	\$ 103,407.22	102%
820.6	Associate Staff Training	\$ 500.00	\$ -	0%
820.7	Associate Staff 401k match	\$ 2,890.00	\$ 2,768.74	96%
830.1	President Stipend (15% of Col5,Step13)	\$ 16,100.00	\$ 16,352.10	102%
830.2	President Payroll Tax	\$ 2,900.00	\$ 3,229.44	111%
840	Workers' Comp Insurance	\$ 3,500.00	\$ 2,252.61	64%
845	Liability Insurance	\$ 4,000.00	\$ 2,850.00	71%
850	Fees & Insurance 401k	\$ 4,500.00	\$ 1,512.60	34%
	<b>SUB TOTAL</b>	<b>\$ 627,830.59</b>	<b>\$ 628,252.98</b>	<b>100%</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 961,008.17</b>	<b>\$ 780,197.88</b>	<b>81%</b>
	<b>NET INCOME/(LOSS)</b>	<b>\$ (151,092.86)</b>	<b>\$ (9,090.56)</b>	<b>6%</b>

Exp. Life	Reserves	
5 years	Copier (\$4000 yr)	\$ 8,603.37
5-7 years	Telephone System (\$4000 yr)	\$ 28,000.00
3-5 years	Computers- Secretaries (x2)	\$ 4,500.00
4 years	Computer - President	\$ 2,500.00
3-5 years	Computer - Exec. Director	\$ 2,000.00
3-5 years	Computer - Advocate/Committees	\$ 3,000.00
3-5 years	Printers (\$1000 yr)	\$ 5,000.00
10 years	Furniture (\$1000 yr)	\$ 6,345.00
	Building Fund	\$ 400,000.00
	Accrued Wages/Vacation/Sick Pay	\$ 80,668.00
	President's Salary - 1 yr. est	\$ 117,000.00
	<b>Total Reserves To-date</b>	<b>\$ 657,616.37</b>

8/31/2021	
CD's	\$ 794,114.92
Checking	\$ 1,701.33
Savings	\$ 132,763.23
<b>Total Assets</b>	<b>\$ 928,579.48</b>

<b>EAC</b>	<b>\$ 231,513.89</b>
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# Garden Grove Education Association

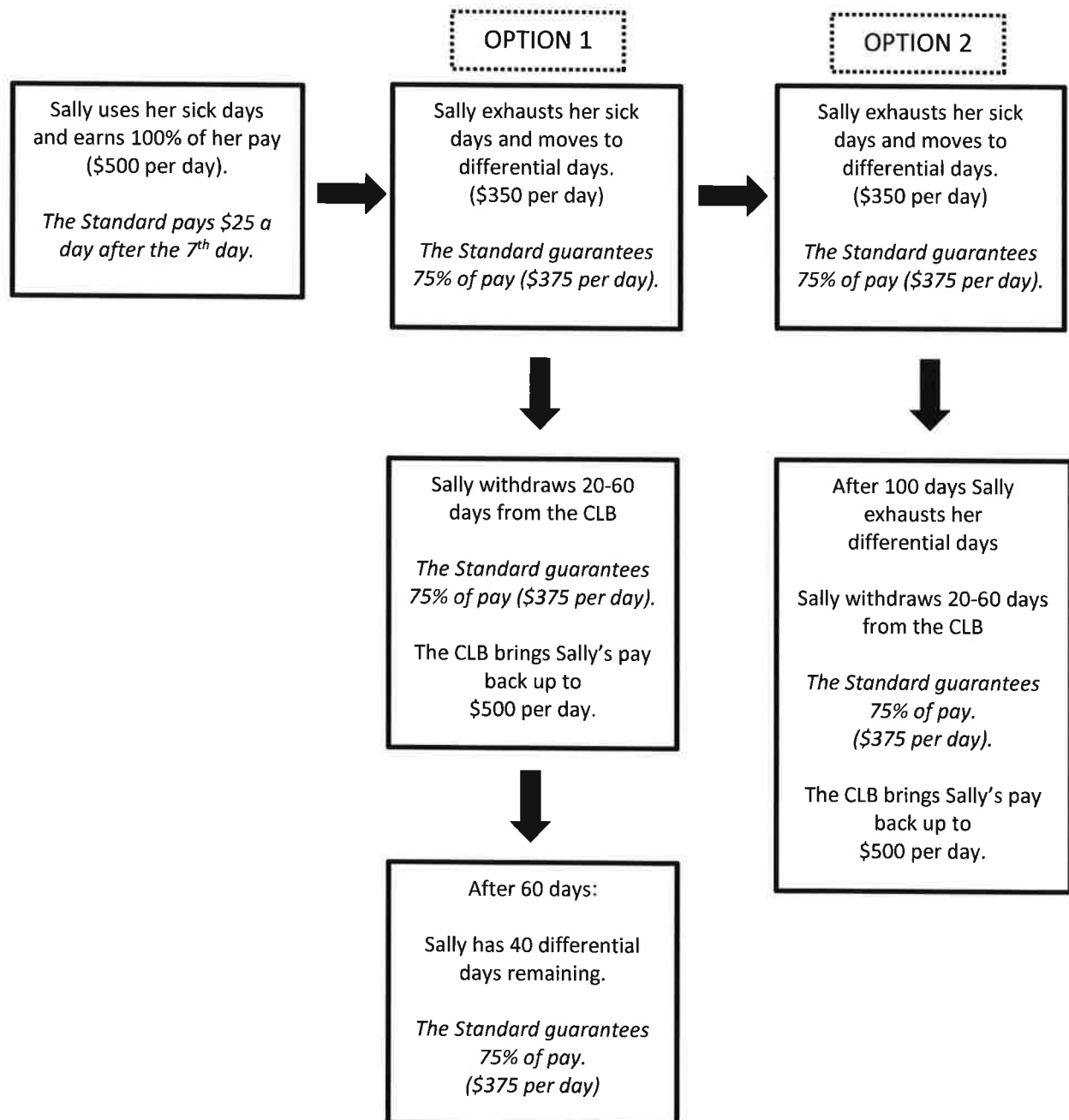
## 2020-2021 Overages

	Adopted 20/21	Actual	%		
<b>625.1</b>	CTA Retired Dues	\$ 1,000.00	\$ 1,200.00	120%	more retirees than planned
<b>627</b>	Rules & Elections	\$ 1,500.00	\$ 2,773.54	185%	stamps for mail election then electronic voting fees
<b>645</b>	Retirement Programs & Projects	\$ 100.00	\$ 159.80	160%	more retirees than planned
<b>660.6</b>	Other Tributes	\$ 300.00	\$ 796.42	265%	
<b>715</b>	Computer Software	\$ 1,500.00	\$ 1,587.70	106%	Zoom upgraded
<b>716</b>	Online Technology Services	\$ 700.00	\$ 853.22	122%	Constant Contact price increase
<b>750</b>	Accounting	\$ 7,000.00	\$ 8,050.00	115%	new auditor more expensive
<b>810.8</b>	Executive Director 401k match	\$ 2,620.40	\$ 3,674.63	140%	mid year salary increase increased match amount
<b>830.2</b>	President payroll tax	\$ 2,900.00	\$ 3,229.44	111%	quarterly payment not cleared

The Catastrophic Leave Bank (CLB) is a “bank” of donated sick leave days which may be requested for use by members who are suffering from a catastrophic illness or injury, once they have exhausted all sick days. The CLB is not a replacement for *The Standard*, our CTA Endorsed Disability insurance plan. Instead, the CLB, along with *The Standard*, ensures members income protection in the event of a catastrophic illness.

Here’s an example of how the Catastrophic Leave Bank works:

Sally, a teacher, makes \$500 a day. Sally gets sick and has a few options.





**Garden Grove Unified School District  
Catastrophic Leave Bank Enrollment Form**



The Catastrophic Leave Bank was established to aid employees in need of additional sick days due to serious or catastrophic illness or injury. For more information on Catastrophic Leave, please refer to Article 11.15 of the GGUSD and GGEA/CTA/NEA Agreement.

All GGEA Members, are eligible to contribute to and draw upon the Catastrophic Leave Bank. New employees must complete and properly file an enrollment form within thirty (30) days of hire in order to be eligible for participation for the remainder of the eligibility year.

Open enrollment closes on September 30<sup>th</sup> of each year. Once you are enrolled, you shall remain a participant until you notify the Office of Personnel Services in writing. **You only need to enroll once during your career in GGUSD unless you don't have enough remaining accrued leave during the open enrollment period or the Catastrophic Leave Bank requires a special assessment.**

Please complete the form below and submit it to **the Office of Personnel Services**. If you have any questions, please contact our Credentials team: Elementary A-M/Preschool/VAPA – Laura Strelitz at x-6364 or [lstrelitz@ggusd.us](mailto:lstrelitz@ggusd.us), Elementary N-Z/Adult Education – Carmen Reed at x-6349 or [creed@ggusd.us](mailto:creed@ggusd.us), Secondary - Sarah Ramirez at x-6410 or [sramirez2@ggusd.us](mailto:sramirez2@ggusd.us).

Please complete the following information and submit this form with a wet signature to the **Office of Personnel Services** by September 30<sup>th</sup> only if you wish to participate in the Catastrophic Leave Bank. Electronic forms will not be accepted.

Employee Name: \_\_\_\_\_ Employee ID Number: \_\_\_\_\_

Site/Location: \_\_\_\_\_ Job Title: \_\_\_\_\_

Effective with the 20\_\_\_/20\_\_\_ school year, I wish to participate in the Catastrophic Leave Bank as provided for in the Agreement between GGUSD and GGEA, Article 11. As conditions of this donation, I understand that:

1. **Participation is voluntary and that my annual rate of contribution for each school year shall be one regular day of sick leave.**
2. Continued enrollment in the program requires a deposit of one (1) day each school year.
3. In order to terminate my participation, I need to notify the Office of Personnel Services in writing prior to the end of the open enrollment period.
4. I have read Article 11.15 Catastrophic Leave and understand the guidelines involved in contributing to the program.
5. I must have at least five (5) days of accrued sick leave remaining after making this donation. If I do not have the minimum number of days, my participation will be automatically terminated. I may select to re-enroll the following year during the open enrollment period.
6. Once this donation is accepted by the Office of Personnel Services staff, the day will be deducted from my accrued sick leave, and will no longer be available for my use as sick leave or retirement credit.
7. I agree to hold the District and GGEA harmless for any and all claims and liabilities arising out of the above deposit.

Print Name of Donor: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_