



North East ISD Catastrophic Sick Leave Bank

What Is The NEISD Catastrophic Sick Leave Bank?

The NEISD Catastrophic Sick Leave Bank (CSLB) is a voluntary employee benefit program developed to provide up to 45 paid days to members who have suffered a catastrophic illness or injury.

The Catastrophic Sick Leave Bank has strict criteria and is for such medical conditions that are usually considered life-threatening or with the threat of serious residual disability.

CSLB approved awards must meet **all** the following eligibility criteria;

- ⇒ Employees must be a member of the CSLB.
- ⇒ Employees must make a three-day donation.
- ⇒ The three-day donation must have been earned in accordance with leave guidelines.
- ⇒ Employee must exhaust all accrued leave time available first.
- ⇒ Employees must be absent for a minimum of five consecutive workdays.

Employee must also have **one** of the following listed eligibility criteria;

- ⇒ Inpatient facility admission (room and board charges are required)
- ⇒ Observation admission (room and board charges are required)(minimum 23 hour stay required)
- ⇒ Cancer with chemotherapy or radiation treatments
- ⇒ High risk pregnancy with required bedrest
- ⇒ Hospice admission
- ⇒ Serious mental illness as defined by the Texas Insurance code sec. 1355.001

The complete CSLB handbook can be found on the NEISD Employee Benefits web page at www.neisd.net/benefits.

Open Enrollment

Employees may join the Catastrophic Sick Leave Bank during the annual open enrollment period, or as a new employee, during the first 31 calendar days from hire date.

Who Is Eligible

All employees of the North East ISD earning sick leave days from the District are eligible for membership.

How To Enroll

Application to become a member of the CSLB is done through Lawson ESS as new hire or during the district's annual open enrollment. To become a member of the Bank, an employee must contribute three days from his/her accrued or anticipated local sick leave for the current calendar year.

The contributed days will be subtracted from the member's local sick leave record and become the property of the NEISD Catastrophic Sick Leave Bank. Existing employees who wish to join the Bank must do so during the district's annual on-line open enrollment.

2025-2026 Catastrophic Sick Leave Bank Balance

With a total of 3,433 classified and certified employees choosing to participate, the NEISD Catastrophic Sick Leave Bank was again a success. The Catastrophic Sick Leave Bank was able to grant 23 requests during the 2025-2026 school year, of which 459 days were paid. Since the Bank balance at the end of the 2025-2026 year was approximately 13,946 days, no additional days will be required to be donated by the current participants in the Fall of 2026, with the exception of those who received approved CSLB days during the 2025-2026 school year.

Catastrophic Sick Leave Bank Board of Directors

The purpose of the Board of Directors is to monitor Bank usage and to hear appeals, if any, regarding the Catastrophic Sick Leave Bank. The Board of Directors is elected by the members representing all employee groups.

The following is a listing of the NEISD Catastrophic Sick Leave Bank Board of Directors:

Elementary School	-Paige Born, Oak Grove ES
Elementary School	-Carol Coley, Bulverde Creek ES
Middle School	-Rachel Cardenas, Garner ES
Middle School	-Liz Cardenas, Bush MS
High School	-Yesenia Compean, Roosevelt HS
High School	-Jennifer Joyce, Roosevelt HS
Administration	-Chris Specia, Roan Forest ES
School Nutrition	-vacant
Transportation	-vacant
Maintenance	-vacant
Admin. & Instr. Support	-Jennifer Paz, Family Services
Police, Media, DP, MIS, & Network Svc., Electronic SVC., & Print Services	-Debra Evans, Telecom Specialist

Newly Elected CSLB Board Members for 2026-2028 are in bold.