

FCTA Sick Leave Bank Appeal Process

1. If denied Sick Leave Bank (SLB) days, the member should contact the Uniserv Director assigned to the SLB.
2. After Uniserv contact, the member may contact the FCTA President to begin the appeal process.
3. The FCTA president will provide the appeal form to the member while simultaneously notifying the SLB chairperson.
4. After receipt of the appeal form, the FCTA president will notify the SLB chairperson.
5. After being notified, the SLB will meet within five (5) school days to review the appeal.
6. If the SLB upholds the denial, the appeal will be placed on the agenda for the next Board of Directors' meeting.
7. The Board of Directors will review the same form reviewed by the SLB and any additional information provided by the member.