

MANAGEMENT/CONFIDENTIAL EMPLOYEES' BENEFITS

An annual benefit allowance of \$12,000 per management employee and confidential employee will be provided, with the option to purchase additional coverage for legal dependent(s). The annual benefit allowance will be provided to each employee in tenths increments of \$1,200, paid September – June. The following benefits are provided by the District as part of the comprehensive employee benefit package:

1. Medical Insurance
2. Dental Insurance
3. Vision Insurance
4. Life Insurance

However, management and confidential employees may waive their medical insurance in lieu of a cash stipend, at an amount determined by the district, if the employee can demonstrate medical insurance coverage is provided by an alternate source.

Any unused benefit monies will be included in salary, up to a maximum of \$700 annually.

Management and confidential employees must submit their selections of district-offered benefit plans to the Human Resources Department on the appropriate benefit selection platform. The annual Open Enrollment period will take place no later than November 15 of each calendar year.

The benefit selection platform authorizes the district to enroll and/or continue benefit selections for employees and their legal dependent(s). This form must be submitted whether or not there are any changes in an employee's benefit program. It is the employee's responsibility to comply with the provisions of this section. Failure to submit a completed form may jeopardize the employee's insurance coverage and benefit allowance. If an employee wishes to change and/or add any benefits for themselves and/or their legal dependent(s), he/she must follow the appropriate benefit selection procedures as determined by the Human Resources Department by the end of the annual Open Enrollment period for the benefit year.

Any employee who terminates employment with the school district shall have his/her benefits continue through the end of the month in which he/she terminates. Enrollment requirements, eligibility requirements, and other specific rules and regulations governing participation in all district-offered insurance plans are subject to the rules and regulations established by the insurance carriers.

Benefit Year – For purposes of determining annual benefit allowance for employees, the benefit year will be January 1 – December 31 of the calendar year.

Prorated Benefits – Any employee whose effective date of employment begins after the first work day of the work year will earn a prorated share of the annual benefit allowance. The

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prorated share will be one-tenth of the annual benefit allowance per month from the date the employee qualifies for benefits until the beginning of the next benefit year.

New employees - New employees, or employees new to the management/confidential classification, whose effective date of employment begins on the first day of the work year shall qualify for benefits, effective the first day of the month following the initial month of employment.

The benefit allowance for new employees shall be one-tenth of the annual benefit allowance per month, beginning with the first month the employee qualifies for benefits until the end of the month proceeding the next benefit year.

Dependent Health Coverage for Mutual Dependents of Married Employees - If an employee's spouse or registered domestic partner is also an employee of district and the spouse is receiving a benefit allowance, after the mandatory benefits have been purchased by both employees, the remaining funds may be combined to provide dependent health coverage for mutual dependents.