

# ***SUMMIT LEARNING CHARTER***

## ***BENEFITS AT A GLANCE ~ 2023/2024***

### 23/24 MEDICAL, PRESCRIPTION, & DENTAL INSURANCE

Employees who work 40 hours per week are eligible for this benefit. Insurance is active the first month after the first paycheck. Eligible family members include spouse and dependent children through age 25. Disabled children of any age may be covered, subject to plan approval. Currently, SLC will pay 100% of employee cost and 80% of the difference of the dependent cost. Please see Comparison of Benefits for plan options. Coverage providers are as follows: Medical: Regence, Dental: Moda Dental. Due to the ever-changing climate in the healthcare industry, SLC reserves the right to change insurance carriers and coverage without notice.

*NOTE: All qualifying employees must, at the onset of their employment, or eligibility, or open enrollment, make a decision as to their medical-dental coverage. Once an application is made, the only condition under which coverage may be changed is by marriage, death, divorce or birth of a child and loss of coverage or any qualifying event allowed by the carrier. These changes must be made within 30 days of the life event.*

### LONG TERM DISABILITY and ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE

Employees who work at least 40 hours per week are eligible. MetLife covers Long Term Disability insurance to help replace a portion of income for an extended period. Colonial Life accident insurance provides benefits directly to you to use however you like – from medical costs to everyday expenses.

### LIFE INSURANCE

Employees who work at least 40 hours per week are eligible with coverage provided by Colonial Life. The life insurance portion is a term policy for \$50,000.

### OPTIONAL BENEFITS

Employees who work at least 40 hours per week are eligible to purchase Critical Illness and additional life insurance benefits through Colonial Life.

### SECTION 125: UNREIMBURSED MEDICAL AND DEPENDENT DAYCARE

Employees who work 40 hours per week are eligible for this benefit. Section 125 is a way to set aside money on a pre-tax basis for your out of pocket medical, dental, vision, and dependent care expenses for a benefit year. There are two (2) types of accounts: unreimbursed medical (URM) and dependent day care (DDC). Eligible medical expenses include deductible and coinsurance amounts under a group health plan, charges that are in excess of the amount reimbursed under a group health plan, medications, vision care, dental care and hearing aids. Qualifying dependents must meet specific criteria, established by the I.R.S., in order to qualify for dependent day care expense reimbursement. Coverage is provided by TASC. POP - Premium only plan allows employees to pay their portion of medical insurance premiums using pre-tax dollars.

### PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS)

Benefits start immediately if a new employee is currently an active member of PERS. Membership is earned after 6 months of employment and a minimum of 600 consecutive hours. SLC “picks-up” and assumes the employee’s PERS contribution and the school’s contribution each month and deposits into employee accounts with the State.

MILEAGE REIMBURSEMENT

Please refer to the Employee Handbook.

FAMILY/PARENTAL AND MEDICAL LEAVE – FMLA/OFLA

Please refer to the Employee Handbook and board policy GCBDA.

TUITION REIMBURSEMENT & STAFF DEVELOPMENT

Please refer to the Employee handbook.

W-4 FORM/I-9 FORM/SOCIAL SECURITY

New employees are required by law to complete a W-4 and I-9 prior to commencing work. Proper ID will also be required per the instructions on the I-9.

PAY CHECKS

Payday is on the last business day of each month. Direct deposit is available and recommended. Please contact the office manager to enroll.

TENURE

Upon retirement, employees with tenure of 5 years or more will receive 1 year paid employee only medical/dental benefits.