

# Pleasant Hill School District Employee Benefit Summary

Full-time employees are eligible for insurance benefits. Please see the summary of benefits below.

All insurance benefits will start the first of the month following the hire date.

## HUMANA:

- **Medical Insurance**
  - Three plans to choose from. 1 - High Deductible and 2-PPO Plans. The HDHP is 100% funded by the District.
- **HSA Enrollment**
  - The District and Humana partner with UMB Bank.
  - You must be enrolled in the High Deductible Base Plan in order to contribute to an HSA. The District does contribute \$25 / month to your qualified HSA account.
- **Dental Insurance**
  - There are 2 plans to choose from.
  - The Base Plan does not cover Endodontic or Periodontics' services. The Buy-Up plan does.
  - Neither plan covers Orthodontic services.
  - Dental insurance premiums are paid 50% by the employee and 50% by the District.
- **Vision Insurance**
  - There are 3 plans to choose from.
  - Vision premiums are paid 100% by the employee.
- **Employee Assistance Program (EAP)**
  - We do provide a comprehensive Employee Assistance Program.

## LIFE INSURANCE

- Reliance Standard Group Life is our life insurance provider. This is a district paid policy with \$30,000 of coverage per employee. Every eligible employee will be automatically enrolled in this coverage.
- Additional life insurance coverage can be obtained through Reliance Standard at your expense.

## FSA (Medical Reimbursement / Dependent Care)

- Tri-Star is the company the District partners with for FSA /Dependent Care accounts.

## VOLUNTARY BENEFITS

- Reliance Standard is the provider for our voluntary benefits. Voluntary benefits include: Accident Insurance; Critical Illness w/Cancer; Disability Insurance; and Hospital Indemnity Insurance.
- A stand-alone Cancer Policy is available through Prosperity. There are 3 levels of coverage available.

## 403b / 457 RETIREMENT PLANS

- OMNI is the plan Third Party Administrator for our 403(b) and 457 retirement plans.
- There are multiple investment options available for 403(b) and 457 retirement plans.

## PSRS / PEERS RETIREMENT

- As a full-time school district employee, you will be automatically enrolled in the Public School Retirement System. This is a mandatory enrollment for all eligible public school employees.

## LEAVE POLICY

- All staff will receive Paid Time Off (PTO) according to their length of work year. 9-month employee gets 10 days, 10-month employee gets 11 days, 11-month employee gets 12 days, and a 12-month employee gets 13 days.
- Unused PTO will roll to a Sick Bank, which is accumulative up to 60 days.
- 12-month positions will also receive 10 vacation days.

## PAYROLL

- All certified staff will be paid once a month, on the 20<sup>th</sup>.
- All classified staff will be paid twice a month, on the 5<sup>th</sup> and 20<sup>th</sup>.
- Pay dates will be the closest business day if the 5<sup>th</sup> or 20<sup>th</sup> fall on a weekend.