

FRINGE BENEFIT REGULATIONS

Unemployment Compensation

Jamestown Public School District #1 has chosen to reimburse the state on a dollar-for-dollar basis for all benefits paid resulting from claims of former employees of the School District. To accomplish this in an efficient and effective manner, the District has joined the NDUC Group Account. The District Administrator shall insure that the business manager, payroll officer, or both are properly trained in the submission of reports and payments and in the proper administration of claims.

Health Insurance

(Staff covered by the Negotiated Agreement should refer to that document.)

- A. The Jamestown School District will provide a medical coverage plan. Premiums, deductible, co-pay, etc. will be determined on an annual basis.
- B. All full-time employees working at least 30 hours or more per week are eligible for coverage on the first of the month following date of hire of continuous full-time employment.

The district will deduct on a 9 month basis (Sept-May) with coverage of 12 months (Sept - Aug). The insurance contract begins September 01 and terminates August 31 or the last day of employment if the working contract is not fulfilled. Classified staff coverage expires at the end of the month following the last day of work. The School District will reimburse the employee for any excess deductions made during the preceding months if employment terminates before the working contract is fulfilled.

- C. The Jamestown Public School District will make available to any active full-time employee age 65 or older the same group health plan coverage provided for employees under 65 as their primary coverage. However, employees age 65 or older may opt to retain Medicare as their primary health care coverage. The Jamestown Public Schools will not pay Medicare supplementary coverage.
- D. The School District will provide information regarding COBRA coverage to all terminated employees covered by the group health insurance.

Income Protection Plan(Long Term Disability Insurance)

The School District will select a plan and contribute 75% per covered employee toward the cost of an Income Protection Plan. All employees under the income protection plan must use the income protection plan after 90 consecutive calendar days of illness. The plan shall be equal to or better than the current existing plan.

Group Term Life Insurance

1. The district will contribute up to 100% of the cost of a single premium for a \$25,000 policy. An employee's term life insurance policy terminates when he/she leaves the school system. The employee will have the opportunity to purchase a voluntary life portability option.

Eligibility

Any employee who works twenty (20) hours per week and is paid over a nine (9) month period of time is eligible to participate in the plan. Employees working part-time will receive pro-rated benefits based on the number of hours worked and the balance of cost will be the responsibility of the employee.

Exclusions

1. Emergency employees who are employed for emergency work.
2. Part-time employees whose service does not exceed the lesser of twenty (20) hours per week or 50 percent of the normal work week.
3. Employees who hold positions of a basically temporary or seasonal in nature for a period not in excess of 100 working days in any calendar year.
4. Coverage is effective the first of the month following 30 days of employment.

Voluntary Benefits

Other voluntary benefit plans maybe offered by the District as outlined in the Employee Benefit Guide.

Worker's Compensation

The law sets forth limitations on filing of claims, it is important that when an employee is injured at work, no matter how minor the injury, the employee immediately report the injury to the employee's supervisor.

The employee's immediate supervisor must submit an incident written report to the Central Office within 24 hours. -

Activity Tickets for Staff (Revised July, 2022)

Each employee will receive an ID which allows entrance into the events of Jamestown Public Schools. An Additional activity pass will be given to each employee for their guest.

Lifetime activity passes will be issued to retired staff members of Jamestown Public School with a minimum of 10 continuous years of service

**End of Jamestown Public School District Administrative Regulation DCAB-AR...7-8-2021
Amended 9-6-2022**