ADEL DESOTO MINBURN COMMUNITY SCHOOL DISTRICT
CLASSIFIED STAFF BENEFIT PACKAGE, 12 MONTH EMPLOYEE
2019-20

Insurance Administered by Mercer

A. Health Insurance - Wellmark BC & BS of Iowa
   1. Eligibility
      Minimum 30 hours per week
   2. Coverage
      Choice of Alliance Select-Copay 750 Plan, Alliance Select-Copay 1250 Plan, or Blue Advantage HMO Plan
   3. Benefit
      $528.84 per month applied to plan of choice for single, two person, or family coverage. This amount is pro-rated for employees that work at least 30 hours per week but less than 40 hours per week. Employee’s payroll deduction will be on a pre-tax basis.

B. Voluntary Dental Insurance - Delta Dental
   1. Eligibility
      Minimum 20 hours per week
   2. Coverage
      Employee, Employee +1, or Family plan
      Choice of Catastrophic, Preventative, or Comprehensive plans
      Includes a vision discount program with Eye Med
   3. Cost
      Employee pays 100% of the premium. Employee’s payroll deduction will be on a pre-tax basis.

C. Voluntary Vision Insurance – Avesis
   1. Eligibility
      Minimum 20 hours per week
   2. Coverage
      Employee, Employee +spouse, Employee + child(ren), or Family plan
   3. Cost
      Employee pays 100% of the premium. Employee’s payroll deduction will be on a pre-tax basis.

D. Flexible Spending Accounts – BASE benefits
   Use your pre-tax dollars for healthcare expenses and/or dependent care expenses
   1. Eligibility
      Minimum 30 hours a week

E. Life Insurance - The Hartford
   1. Eligibility
      Minimum 20 hours per week
   2. Coverage
      $40,000 term
   3. Benefit
      $7.60 per month

Benefits effective the 1st of the month following start date

Effective 7/1/19
F. Long Term Disability Insurance – The Hartford
   1. Eligibility
      Minimum 20 hours per week
   2. Coverage
      60% of salary up to a maximum of $2,500 per month, less Social Security and IPERS disability benefits, after an elimination period of 120 consecutive calendar days
   3. Benefit
      District pays premium

G. Additional Services – The Hartford
   1. Eligibility
      Minimum 20 hours per week
   2. Services
      a. Beneficiary Assist Counseling Services
      b. Estate Guidance Will Services
      c. Funeral Planning
      d. Travel Assistance Services with ID Theft Protection and Assistance

H. Iowa Public Employees Retirement System
   1. Eligibility
      All regular full time or part time employees
   2. Coverage
      Various retirement options as explained by booklet
   3. Benefit
      District pays 9.44% of salary, employee pays 6.29% of salary. Employee’s payroll deduction will be on a pre-tax basis.

I. Voluntary 403b and 457 Retirement Savings Plans
   Defer monies in a pre-tax and/or after tax Roth investment plan.

J. Social Security/Medicare
   1. Eligibility
      All employees
   2. Coverage
      Retirement income
   3. Benefit
      District pays 6.2% FICA and 1.45% Medicare, employee pays match

K. Liability Insurance
   District pays premium for $1 million coverage with $5 million umbrella

L. Workers Compensation Insurance
   District pays premium for coverage of work-related employee injury
M. Leaves of Absence

1. Sick Leave
   15 days per year. Each year, unused time rolls to the following year to accumulate up to a 120-day maximum.
   Family Sick Leave-6 days of your sick leave a year may be used to care for sick spouse, child, parent, father-in-law, mother-in-law, son-in-law, daughter-in-law, or permanent household member.

2. Business/Personal Leave
   2 days per year, 1 day may be carried over to the following year with a maximum accumulation of 3 days.

3. Floating Holiday
   2 days per year. No time may be carried over to the following year.

4. Bereavement Leave
   5 days maximum per occurrence for death in employee's immediate family. One additional bereavement day per year may be used for someone other than an immediate family member.

N. Holidays

8 paid holidays (New Year’s Eve, New Year’s Day, Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day) for employees regularly assigned to work the school year with at least 30 contracted hours per week.

O. Vacation

Employees regularly assigned to work 12 months per year will be granted paid vacation as follows:

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<thead>
<tr>
<th>Contract Year</th>
<th>Days</th>
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<tr>
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</tbody>
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And years thereafter

Vacation hours will be determined by the number of daily hours as indicated on the employee’s contract.
Please refer to the Classified staff handbook for more vacation information.

P. Physical

District reimburses employee up to $35 of actual expenses after insurance settlement.

Q. Travel

Reimbursement of 40¢ per mile for use of personal vehicle for school business when district transportation is not available.