

Area Education Agency 267

2011-12 BENEFITS & EMPLOYMENT INFORMATION SUMMARY FOR NON-UNION STAFF

Payday:	Twelve per year, paid on the last business office working day of each month.
Sick Leave:	15 days per year, or prorated portion thereof, with maximum accumulation of 150 days.
Personal Leave:	Two days per year, or prorated portion thereof. Must be applied for two working days in advance, except in cases of emergency. These days are non-accumulative.
Vacation:	Earn 10 days the first through 5 th years of service; 15 days 6 th through 10 th years of service and 20 days from 11 th year on. Vacation is earned on a monthly basis.
Health/Major Medical Insurance:	Coverage is provided by Wellmark Blue Cross/Blue Shield (Alliance Select) and paid for by the Agency for employees based on percentage of hours worked per week. Board pays % of FTE employee is contracted for (i.e. 20 hours/week = 50%). Dependent health/major medical insurance is available. Board will pay up to \$7,215.06 towards cost of family medical insurance (based on hours worked per week) with employee paying the remainder of the cost. More information will be given upon employment with AEA 267.
Dental Insurance:	Delta Dental insurance is available to all employees and is paid by the Agency based on the percentage of hours worked per week. Board pays % of FTE employee is contracted for (i.e. 20 hours/week = 50%). Cleaning and check-up paid once every six months, x-rays once per year. \$25 deductible per person (does not apply to routine services). After the deductible is met, 80/20 for minor work and 50/50 for major work. Does not cover orthodontics for adults (does cover 50% for dependent children, if you choose family coverage). Family dental insurance is available, but must be paid for by the employee. Cost is \$47.26 per month.
Term Life Insurance:	Life insurance of three (3) times your salary is provided to you by the Board. You may purchase life insurance of \$5,000 for spouse and \$2,500 for each dependent child at a cost of \$1.50 per month.
Additional Optional Life Insurance	Additional optional life insurance may be purchased for the employee, spouse and/or dependents at employee cost. More information will be given upon employment with AEA 267.
Long Term Disability Insurance:	If you become disabled and unable to work during your employment with AEA 267, and qualify for LTD insurance, this will pay you up to 70% of your salary (after 90 consecutive days or end of sick leave, whichever is greater).
Workers Compensation:	Coverage is provide as required by law. Any employee injured on the job <u>must</u> complete the necessary injury report form within 24 hours. Forms are available in the AEA 267 Business Office and online.
Liability Insurance:	Provided by the Agency as specified by Iowa law.
Retirement System:	Participation in the Iowa Employees Retirement System (IPERS) is mandatory. You contribute 5.38% of your salary into IPERS and the Board contributes 8.07%. Additional information is provided upon initial employment.
Credit for Prior Experience:	Credit for a college degree and/or prior related work experience may be granted. Such experience shall be evaluated at the time of initial employment.
Holidays/ Office Closed Days:	There are approximately twelve paid holidays/office closed days during the contract year for 260 day non-union support staff.
Section 125 Program:	The Agency does participate in a Section 125 Program. Our program is administered by Wellmark Blue Cross/Blue Shield for the current contract year. You may participate under child care and/or unreimbursed medical costs as well as for the premium cost of medical and/or dental insurance you must pay for.