



Summary of Benefits, page 1
(May 2018)

The Summary of Benefits is an outline and not a legal document. Benefits are governed by the Employee Handbook or Plan Documents.

Health Insurance: (figures valid until September 30, 2018)

Employees are eligible the next 1st of the month after 30 days of employment. Children up to age 26, and spouses, without other coverage, are eligible to enroll under your plan at Seacrest. Individuals may request enrollment for dependents at the same time you become eligible, or later, as long as it is within 30 days of the loss of coverage elsewhere. A detailed plan booklet is available.

(The summary of premiums below are prices quoted assume 12-month payment)

- ▶ We have two High Deductible Plans that are HSA compatible.

Deductibles range from \$1,500-2,500 single /\$3,000-5,000 family:

Employee only cost	\$ 34.29 or \$55.46	per pay period (ppp)
Employee/Spouse	\$ 355.92 or \$410.05	per pay period
Employee/Children	\$ 225.48 or \$267.32	per pay period
Employee/Family	\$ 534.69 or \$605.64	per pay period

- ▶ You may choose one of two Co-Pay plans that allow for a co-pay for office visits and prescriptions (\$35-300) and a \$1,000 or \$2000 deductible for major medical events:

Employee only cost	\$ 24.99 or \$128.60	per pay period (ppp)
Employee/Spouse	\$ 369.01 or \$608.33	per pay period
Employee/Children	\$ 234.40 or \$420.61	per pay period
Employee/Family	\$ 553.50 or \$865.57	per pay period

Dental Insurance:	Employee cost	\$ 4.97 ppp	Vision:	Employee cost	\$3.75 ppp
	Employee/Spouse	\$22.62 ppp		Employee/Spouse	\$6.00 ppp
	Employee/Children	\$26.82 ppp		Employee/Children	\$6.12 ppp
	Employee/Family	\$46.73 ppp		Employee/Family	\$9.86 ppp

Teladoc: free to employee and family, telemedicine consultation

Long-Term Disability Insurance: provided at no cost to the employee. 50% of salary (cap of \$5,000 per month) after 90 days of disability with 12-month pre-existing limitation.

Life Insurance and AD&D: Both at \$50,000 provided at no cost to the employee.

Short-Term Disability Insurance and Additional Life Insurance are also available to purchase at individually determined costs through the insurance carrier.

Retirement: fully vested with TIAA-CREF immediately. Contribution schedule:

- Completed 1 to 3 years of school employment = Seacrest contributes 3% of annual salary
- Completed 4 to 8 years of school employment = Seacrest contributes 5% of annual salary
- Completed 9 to 12 years of school employment = Seacrest contributes 7% of annual salary
- 12+ years of school employment = Seacrest contributes 8%

You will receive credit for years worked in any educational institution with documentation.

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Tuition Remission:

The tuition remission policy is under the purview of the Board of Trustees. Tuition remission is available to each full-time employee for up to two children. The Admission Office has a schedule of the current rates. There is no charge to employees for the After School Program. Employees are expected to pay student fees (i.e. supply and athletic fees)

Personal Days:

Five days of sick/personal days are given to each full time employee per school year. These days are for medical needs for you or family. Two of these days may be used for personal business, they are not vacation days. An individual may bank up to 30 days for future, approved use for serious medical events. Personal days are not to be taken on teacher workdays or before holidays since these are important transitional days for Seacrest professionally and our students.

Days Off:

Hourly school year/10 month employees: Generally, when school is closed, hourly 10 month employees are paid and off (except for parent conference days, professional development days, and teacher work days at beginning and end of school year). Hourly staff are non-exempt and are paid for time worked, with the addition of the paid days off described below.

Hourly 11 and 12 month employees: Twelve month employees have the days off described below **plus** EITHER the week of February break OR Spring Break off –to be coordinated with your supervisor - **plus** one or two additional weeks during the summer break or other mutually agreed time.

Teachers: are generally exempt employees, work the school year, pay is divided over 12 months, and have off the school breaks and summers.

Exempt 11 month employees: Eleven month employees have the paid days off listed below **plus** July and EITHER the week of February break OR Spring Break off – which one is to be coordinated with your supervisor.

Administrators: have different responsibilities that will be delineated in the employment agreement as well as the paid time off described below.

January (1 day)	Birthday of Martin Luther King, Jr.
February(1 day)	Washington's Birthday/President's Day. The balance of February Break the office is open and some office/administration staff are scheduled to work.
March/April	During Spring Break the office remains open and some office/administration staff are scheduled to work.
Good Friday	School is closed.
May (1 day)	Memorial Day
July (1 day)	Independence Day (If holiday falls on Saturday we have Friday off, if falls on Sunday we have Monday off)
September (1 day)	Labor Day
September (1-2 days)	Day(s) school closed for Jewish Religious Holidays (Yom Kippur or Rosh Hashanah or both)
November (5 ± days)	Days school closed for Thanksgiving break (at least Thursday and Friday, and, depending on school calendar, probably the whole week)
December (10 ± days)	Days school closed for Winter Break inclusive of Christmas Day and New Year's Day (usually 10 work days decided by school calendar)