

## SHERIDAN COUNTY SCHOOL DISTRICT NO. 2

### 12 MONTH SALARIED EMPLOYEE BENEFITS SUMMARY SHEET

**WYOMING RETIREMENT:** As a regular employee of the District, you are required to be a member of the Wyoming Retirement System. This is a joint-contributory plan. The Wyoming Retirement System requires contribution on total salary by both the employee and the employer. Effective September 1, 2018, the employee contribution is 8.5% of salary, and the employer contribution is 8.62% of salary. Our District chooses to pay 5.57% of the employee contribution (for a total of 14.19%) and the employee pays 2.93% of the contribution. The 2.93% will be deducted from the employee's paycheck.

**457(b) DEFERRED COMPENSATION PLAN:** Employees of the District are eligible to contribute to the Wyoming Retirement System's 457(b) Deferred Compensation Plan.

**403B TAX SHELTERED PLANS:** Employees scheduled to work an average of four hours per day (0.50 FTE) or more are eligible to participate in the 403B tax sheltered plans approved by the District.

**LIFE INSURANCE:** The District pays for a \$10,000 life insurance policy for each eligible employee. Salaried employees must be contracted for 0.50 FTE or more to be eligible for this benefit.

**HEALTH AND DENTAL INSURANCE:** The District pays 100% of the health/dental insurance premium for a single plan and 75% of the health/dental insurance premium for other plans for full time employees (40 hours/week). You must enroll within the first 30 days of your employment. If you miss this enrollment period, you will have to wait for open enrollment held in November. This benefit will be pro-rated for salaried employees who work less than full time. Salaried employees who are contracted for 0.50 FTE or more are eligible for this benefit. For employees leaving employment, all benefits will end the last day of the month in which the employee last worked.

**VISION:** All District employees are eligible to enroll in a vision insurance policy paid for by the employee.

**WORKER'S COMPENSATION:** The District pays Worker's Compensation premiums on high-risk employees. These are defined by law and include maintenance staff.

**SICK LEAVE:** Twelve-month employees will accumulate 12 days of sick leave accumulative up to 72 days. Sick leave days beyond maximum carryover will be converted into one paid personal leave day for the next school year. At the end of employment accrued sick leave will be paid out at the current substitute rate to employees with 10 or more consecutive years of employment with SCSD#2.

**EXTENDED SICK LEAVE:** At the expiration of all accumulated leave (sick, personal, wellness, and vacation leave), eligible employees may request additional days through the Board of Trustees.

**PERSONAL LEAVE:** The District provides you with one paid personal leave day per year. If you do not use this day, you will be paid for this day at the end of the year at the substitute rate. Three additional personal leave days are available. If you use these days, the substitute rate or an equivalent charge will be deducted from your paycheck.

**VACATION LEAVE:** Vacation leave is accrued monthly for twelve-month full time exempt employees. Staff members will accumulate twenty-one days of vacation annually. Staff members may accumulate up to 42 vacation days. Vacation leave days accumulated beyond 42 days will be paid out at the staff member's rate of pay for the period they were accrued.

**LEGAL AND BEREAVEMENT LEAVE:** These two types of leave are also available at no cost. Guidelines for these leaves are defined in the Board Policy book.

