

## **Benefits**

Fremont County School District #1 provides a comprehensive inventory of benefits for employees working 30 hours or more per week. Benefit effective dates for employees hired at the beginning of the school year will be:

Certified employees September 1<sup>st</sup>

Classified employees October 1<sup>st</sup>

If your hire date is any date other than the beginning of the school year the effective date will be the first of the month following your hire date.

These benefits include:

### **Medical & Dental Insurance:**

The District participates in the Wyoming Educators' Benefit Trust with Blue Cross Blue Shield of Wyoming being the provider of the medical and pharmacy insurance. There are three medical plans to choose from.

Dental Dental is the provider of dental insurance.

The District pays 100% of the premium for single coverage

The family premium will be paid through payroll deduction with the option of having this be a pre-tax deduction (Section 125 plan).

Website: [www.WyomingBlue.com](http://www.WyomingBlue.com)

### **Vision Insurance:**

Carrier: Vision Service Plan

Single coverage is provided by the District as part of your benefit package.

Family coverage is available with the premium being a payroll deduction.

Note: You will not receive an insurance card for your vision coverage. Let your provider know you participate with VSP thru FCSD #1.

Website: <https://www.vsp.com/>

### **Term Life Insurance:**

Carrier: Lincoln Financial Group

Policy: \$50,000 term life policy with no cash value

\$5,000 Spouse policy

\$2,500 Each Child age 6 months but less than 26 years

\$250 Over 14 days but less than 6 months

### **Supplemental Life Insurance:**

In addition to the employer-provided life insurance policy, employees may choose to purchase additional life insurance on themselves, a spouse, or dependent child. The appropriate paperwork must be completed within 30 days of hire. The premium will be paid through payroll deduction each month. Annual open enrollment June.

**Retirement:**

The district pays 18.12% (9.0%employee portion and 9.12%employer portion) of an employee’s gross pay into his/her Wyoming Retirement System account each month. That amount is both the employer and the employee portion, totaling the maximum contribution permitted by Wyoming Retirement System.

Website: <http://retirement.state.wy.us/>

**Wyoming Retirement System 457 Deferred Compensation Plan:**

Wyoming's deferred compensation (457) Plan was established for the benefit of Wyoming's public employees. It is a supplemental, tax-deferred retirement savings plan authorized by IRS code 457. The plan benefits public employees by allowing them to voluntarily defer a portion of compensation into tax-deferred investments in order to build personal retirement savings.

Website: <https://wrsdcpguest.gwrs.com/>

**Annuities and other Tax-Sheltered 403b Plans:**

The following annuity and mutual fund companies are setup with the District, and an employee can begin a payroll deduction at any time to invest in an annuity or mutual fund as part of a tax-shelter:

Aviva	American Funds	Equitable
ING	Horace Mann	Franklin Templeton
AIG	Met Life	New York Life
Putnam	Variable	Vanguard

**Optional Voluntary Insurance:**

Employees have the option of purchasing the following policies with the premiums being paid as a payroll deduction:

- AFLAC
- Wyoming NCPERS---additional group decreasing term life insurance policy
- AllState
- New York Life

**Flexible Spending Account-Section 125 Cafeteria Plan:**

You may establish a flexible spending account to receive tax savings on your and your dependents’ out-of-pocket medical, dental, vision, and prescription expenses or dependent day care expenses by setting up a pretax payroll deduction.

**Social Security and Medicare Tax:**

Social Security and Medicare taxes are mandatory payroll taxes which are split between employee and employer percentages as follows:

Social Security on wages earned up to the annual federal maximum:

- Employee tax rate: 6.2% of wages
- FCSD #1 tax rate: 6.2% of wages

Medicare Tax on all wages earned:

The employee and FCSD #1 each have a tax rate of 1.45% of wages

**Leave Time:**

Full time employees earn the following paid leave time:

*Certified* Staff earns 12 undesignated leave days per contract year; this leave may be used for personal, vacation or sick leave. At the end of the school year, any unused days will be carried over to the new school year as sick leave. When a certified staff member has a balance in both undesignated leave and sick leave time, the undesignated leave days will be used before access to sick leave can be used.

*Classified* staff

## Personal Leave

9/10 month employees 3 days per school year

11 month employees 5 days per fiscal year

12 month employees 7 days per fiscal year

## Sick Leave

1 day per each month worked

## Vacation Leave

First day thru 7 years earn 1 day per month worked

7 thru 10 years earn 1 ¼ days per month worked

10 or more years earn 1 ½ days per month worked

Supervisor approval is required for undesignated, personal, or vacation leave. Request for use of leave time is done by using Aesop.

Website: <https://www.aesoponline.com/login2.asp>

Compensation for unused sick leave time is made if an employee has worked for FCSD #1 for 10 years prior to termination; compensation is not at regular rate-of-pay and is for a maximum of 90 sick days.

**Payroll Information****Paychecks:**

Paychecks are issued on the last banking day of each month.

*Classified* staff will submit a timesheet using Veritime.

Pay periods are the 14<sup>th</sup> of one month to the 13<sup>th</sup> of the next month.

Submit your timesheet every Monday for the prior week's work and on the 14<sup>th</sup> of each month.

**Direct Deposit:**

Direct deposit of your monthly paycheck is encouraged. The deposit will be made into your designated account the last banking day of the month.