

Corvallis School District

PERSONNEL

5331

Insurance Benefits for Employees

Newly hired employees will be eligible for insurance benefits offered by the District for the particular bargaining unit to which the employee belongs, with the exceptions noted below:

1. Classified employees who are less than half time (that is, who are regularly scheduled to work less than 20 hours per week) will not be eligible for group health, dental and life insurance, and will not be considered to be a member of the defined employee insurance benefit groups.
2. Any permanent employee who works half time or more is eligible for group health and/or dental insurance irrespective of the unit to which the employee belongs. All medical and dental insurance premiums shall be pro-rated in the amount of the full contract in terms of full-time equivalency times the District's maximum contribution as prescribed by the applicable collective bargaining agreement or Board policy. Life insurance benefits shall accord with Board policy or the current collective bargaining agreement.
3. An employee who does not work during the summer, but who has been employed during the previous academic year, shall be eligible at his/her election to continue group health, dental and life insurance coverages during the summer months. For certified personnel, the District will pay the District's portion of the premium during the summer if the certified employee has worked at least 135 days during the preceding school year. A classified employee who works less than 12 months shall have his/her premium paid for summer months (in the same proration as existed during the academic year) if the employee has worked at least 180 days during the preceding school year.
4. An employee who has not completed the required number of days must pay the total premium (employee and employer portion) for June, July and August by the last day of school. This payment is made to the District's benefit clerk.

If an eligible employee wishes to discontinue or change health insurance coverage, it is incumbent upon the employee to initiate the action by contacting the personnel office and completing the appropriate forms. A medical examination at the expense of the employee may be required if the employee elects to join the District health insurance program after initially refusing coverage during the "open season" (July).

Anniversary dates of the health and dental insurance policies for the District shall be July 1 through June 30.

Legal Reference: § 2-18-702, MCA Group insurance for public employees and officers
 § 2-18-703, MCA Contributions

Policy History:

Adopted on: 12-8-98

Effective date: 1-1-99

Revised on: