

# EMPLOYEE BENEFITS

## ELIGIBILITY

All full-time employees (30 hours and higher) are eligible for benefits. Part-time employees may be eligible for certain benefits marked with an asterisk(\*), inquire with the Sr. Director of Operations.

## WHEN BENEFITS START

Participation in the school's benefit plans vary by benefit. See each benefit for more information or ask the Sr. Director of Operations for more information.

## SCHOOL CONTRIBUTION

The school pays the first \$400, plus 20% of excess of the employee health and dental insurance benefits. These plans can be chosen a la carte, meaning you choose one but not the other. Employees do not receive any funds they do not use.

## MAKING MID-YEAR CHANGES

Once you elect participation in an insurance plan, you may not change your election until the next annual benefit enrollment period—unless you experience a qualified change in family status.

This is not a guarantee of employment. Benefits are subject to change. Benefits governed by plan documents.

## MEDICAL, DENTAL, & VISION INSURANCE

- Insurance coverage is provided by Cigna.
- Medical coverage has two plans:
  - Local Plus 1500 70/30
  - Local Plus 4500 70/30
  - Costs for the employee range from \$48-68/month
- Dental coverage also has two plans:
  - Cigna Discount
  - Cigna DPPO
  - Costs for the employee range from \$8-28/month
- Vision coverage as a single plan:
  - Cigna Vision
  - Cost to the employee is \$7.22/month. Vision insurance is paid 100% by the employee.
- Employee may elect for coverage for his/her spouse and/or dependents at additional cost.
- **Start Date:** Employees are eligible to participate in all plans starting the first day of the month following employment.
  - Example: If your start date is August 15, your insurance start date is September 1.

## SUPPLEMENTAL INSURANCE

- Employees are eligible to participate in Colonial accident and critical illness supplemental insurance at their own expense.
- Participation can begin immediately. Prices vary.

## STD/LTD/LIFE INSURANCE

- ISDenver provides short and long term disability, and a \$25,000 Life Insurance plan for all eligible employees. The school pays 100% of this premium for employees.
- Employees are enrolled in the program immediately upon their start at the school.

## EARNING ADDITIONAL INCOME

- **Substitute teaching:** If you sub for a fellow teacher during a planning period, payment is \$17.50/hr.
- **After-School Clubs:** Pay from \$25/hr as an assistant to \$50/hr for a lead.
- **Overnight stipends:** \$75/night for attending school-sponsored student trips.
- **Athletics Coaching:** \$2,000 for a head coach and \$1,000 for an assistant coach.
- **Stipend positions:** Grade level and/or subject level leads, among others. Salaries vary.

## TUITION REMISSION

- ISDenver understands the benefit of an employee having his or her child as a student at the school.
- Full-time employees are eligible for tuition remission during employment.
- Employees are immediately eligible for tuition remission.

## FLEXIBLE TIME OFF (FTO)\*

- FTO encompasses most time off such as sick, personal, and vacation.
- Administrative staff and teaching staff are on separate FTO schedules.
- If you have unused FTO at the end of the school year, it is paid out as additional salary.
- FTO accrual begins upon an employee's start date.

## PARENTAL LEAVE\*

- Employees may be eligible for up to 15 days of paid time off in addition to his or her FTO.
- Employees must be employed four (4) consecutive months, not including summer break.

## 401(K)\*

- Employees may be eligible to contribute in the ISDenver sponsored 401K retirement plan.
- The school, on a yearly basis, may also contribute to the employees retirement, regardless of his or her participation in the plan.

## RELOCATION ALLOWANCE

- Employees moving to Denver for employment at ISDenver may be eligible for a relocation allowance between \$1,500-\$4,000.
- Employees leaving ISDenver after employment on an ISDenver sponsored visa may be eligible for an allowance to return to their home country for up to \$1,000.

## ADDITIONAL BENEFITS

- Free before/after care for children enrolled at ISDenver
- Discounted co-curricular clubs
- Discounted summer camps
- Free daily lunch\*
- Professional Development/Tuition Reimbursement