ELIGIBILITY & START DATES
- All full-time employees (30 hours/75% FTE and higher) are eligible for benefits. Part-time employees may be eligible for certain benefits marked with an asterisk (*).
- Participation in the school’s benefit plans vary by benefit. See each benefit for more information.
- Questions? Contact hr@isdenver.org.

MEDICAL, DENTAL, & VISION INSURANCE
- Insurance coverage, including dental and vision options, is provided by Cigna. Policy costs are below; full details are available upon request.
  - Vision insurance is paid 100% by the employee.
  - Employee may elect coverage for their spouse, domestic partner and/or dependents.
- 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.

INSURANCE COSTS ($) PER PAY PERIOD (2X/MONTH)

<table>
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<tr>
<th></th>
<th>CIGNA CHOICE 1500 PLAN</th>
<th>CIGNA BASE 4500 PLAN</th>
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VISION INSURANCE PRICING

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SUPPLEMENTAL INSURANCE
- Employees are eligible to participate in accident and critical illness supplemental insurance at their own expense, sponsored by Colonial. Prices vary.

SHORT AND LONG-TERM DISABILITY AND LIFE INSURANCE
- ISDenver provides short and long term disability, and a $25K Life Insurance plan for eligible employees. The school pays 100% of these premiums.
- Employees are enrolled in the program automatically upon their start at the school.

401(K)*
- Employees may be eligible to contribute in the ISDenver sponsored 401K retirement plan.
- The school, on a yearly basis, may contribute to the employees retirement, regardless of their plan participation.

This is not a guarantee of employment. Benefits are subject to change. Benefits governed by plan documents. Revised 2.1.23.
Employees moving to Denver for employment at ISDenver may be eligible for a relocation allowance. Up to $1,500 for domestic relocation; up to $4,000 for international.

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 AND DISCOUNTS FOR STAFF*
- Free before/after care for children enrolled at ISDenver
- Discounted co-curricular clubs
- Discounted summer camps
- Free daily lunch
- Full coverage of Colorado Paid Family and Medical Leave Insurance payroll tax (FAMLI tax): tax can be split by employer; ISDenver covers it at 100%

COMMUNITY & CULTURE*
- Monthly staff events (happy hours, snack wagons, yoga classes and more!)
- Community events and sports
- Annual Staff Appreciation fund during holidays
- Ample professional development opportunities
- International and multilingual community

FLEXIBLE TIME OFF (FTO)
- FTO encompasses most time off such as sick, personal, and vacation.
  - Faculty are awarded 6 FTO days a year at the start of the year. This is prorated for staff that are part-time and/or start during the year.
  - Administrative staff accrual starts at 20 FTO days a year. FTO accrual for Admin staff begins upon an employee’s start date.

ADDITIONAL LEAVES*
- Parental leave: Employees may be eligible for up to 15 days of paid time off in addition to their FTO, for adoption or birth of a child.
  - Employees must be employed four (4) consecutive months, not including summer break, to be eligible.
- Bereavement leave: When a death occurs in an employee’s immediate family, all part time and full-time employees may take up to five days off with pay to attend the funeral or make funeral arrangements (pay for time off prorated for a part-time employee)
- Colorado Accrued Sick Leave Policy: Hourly employees who work less than 75% FTE receive one hour of sick leave for every 30 hours worked, to a maximum of 48 hours.

RELOCATION ALLOWANCE
- Employees moving to Denver for employment at ISDenver may be eligible for a relocation allowance.
  - Up to $1,500 for domestic relocation; up to $4,000 for international.
- 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.