



Employee Resources

Employee Assistance Program:

The District-sponsored Employee Assistance Program (EAP) is called Sand Creek. They offer up to four free counseling sessions for a variety of personal issues, including career counseling. Sand Creek will offer services to laid off employees for up to three months after layoff.

The Sand Creek Group, Ltd.
610 North Main Street, Suite 200
Stillwater, MN 55082
651/635-0477

<http://www.sandcreekeap.com> Click on "Work Life Wellness Login" Username: sand Password: guest

Unemployment:

Employees who receive layoff letters (not position cut letters) are eligible for unemployment benefits if they have no reasonable expectation of returning to SPPS for employment. Employees should apply for unemployment benefits by calling 651-296-3644, 1-877-898-9090 or by going on-line to www.uimn.org. You should indicate if you are a new applicant, or an existing applicant if you have applied for unemployment in the past.

For assistance finding new employment, you can contact MN Workforce center at 1-888-438-5627 or visit their office at:

MN Workforce Center
2455 University Avenue, Midway Location
St. Paul, MN 55114

COBRA:

The District will automatically send COBRA packets to all employees who lose insurance. The date coverage is terminated depends on the reason the position is lost and on bargaining unit contract language. Employees whose coverage is ending in June due to contract non-renewal will receive District contribution towards medical coverage for the months of July and August if COBRA is elected. Refer to the handout entitled "Employment Events and Insurance Coverage Rules." Questions related to COBRA coverage should be directed to the Benefits area of Human Resources.

Saint Paul Public Schools
Human Resource Department
360 Colborne Street
St. Paul, MN 55102
651/767-8212

Check the HR Website for more detailed information: <http://hr.spps.org/Staff Reductions.html> and http://hr.spps.org/Empl_Benefits.html