www.onslow.k12.nc.us

Human Resources – Employee Benefits

Available to all permanent, full-time employees 30 hours or more per week

- **FLEXIBLE BENEFITS PLAN**: Offered yearly during a specified open enrollment period. Provides opportunity to select pre-tax benefit plans including: Cancer, Heart Plan, Dental, Vision, Accident Plan, Gap Plan, as well as Un-reimbursed Medical and Dependent Care Expenses. Other benefits offered not tax sheltered include: Critical Illness, Disability, Life Insurance and Prepaid Legal.
    - All new full-time employees have thirty days from the date of hire to sign up for a term life insurance policy and supplemental benefits. For additional information you may contact Mark III at 1-855-710-5437 or the website at https://mymarkiii.com/onslowcountyschoolsnc/

- **401(k)/NC 457 PLAN**: All full-time contributing members of the North Carolina Retirement System are eligible for this benefit. This is a state sponsored plan available through payroll deduction and is administered by Empower Retirement. For additional information call 1-866-627-5267 or visit the website at https://www.myncretirement.gov/nc-401k-nc-457-plans
  Steps to Enroll visit https://www.myncretirement.gov/nc-401k-nc-457/information-employees/steps-enroll
  Email kelle.matthias@onslow.k12.nc.us or myra.crawford@onslow.k12.nc.us for Group ID/Plan number and Plan Enrollment Code for 401(k)/NC457

- **NC STATE HEALTH PLAN**: The State Health Plan offers two plans: Standard PPO Plan or Plus PPO Plan. **For additional information contact the State Health Plan at 1-855-859-0966 or visit the website at** www.shpnc.gov
    - **PRESCRIPTION DRUG PLAN**: You will be required to pay the appropriate copay or coinsurance in accordance with State Health Plan benefits. When visiting a participating pharmacy, be sure to present your State Health Plan ID card to the pharmacy.
      For additional information or questions call Pharmacy Benefit Manager at 1-888-321-3124 or visit the website: https://www.shpnc.gov/cvs-caremark-pharmacy-resource-center
    - New Employee SHP Enrollment Resource: https://www.shpnc.gov/new-employee-resources

At **RETIREMENT**: Mandatory 6% is withheld from all full-time employees' payroll checks for the North Carolina State Retirement System. Refund of contributions or a direct rollover to an IRA is available upon resignation from the school system. For additional information, contact the Retirement System at 1-919-814-4590 or visit the website at www.myncretirement.gov

- **CREDIT UNION**: All employees employed by the Onslow County Schools may join the North Carolina State Employees Credit Union. Payroll deductions for savings or loans are available. Contact the local credit union at 910-347-1010 or visit the website at www.ncsecu.org
- **DISABILITY INCOME PLAN**: A comprehensive short-term and long-term plan is provided at the employer's expense for employees who meet appropriate state service requirements.
- **WORKERS' COMPENSATION**: All public-school employees are entitled to receive Workers Compensation under the North Carolina Workers Compensation Act. Employees must have suffered an accidental injury or contracted an occupation disease in the course of employment to be eligible for medical payments, compensation for lost salary, or death benefits under this program.
- **DEATH BENEFIT**: After one year of service under the NC State Retirement System, death benefit is paid to beneficiary equaling employee's annual salary (minimum of $25,000 and maximum of $50,000). Employee must have been paid salary within the last 180 days.

ANNUAL LEAVE: Employees earn annual leave/vacation leave on a scale based on total years of state service. Annual leave includes both scheduled and unscheduled leave days. All unscheduled annual leave must be approved by the immediate supervisor. Employees can accumulate up to thirty (30) days with excess converting to sick leave on June 30. Note: Prior approval is required.

- **SICK LEAVE**: Employees earn one day per month. Sick leave accumulates indefinitely.
- **LEAVE OF ABSENCE WITH PAY**: Jury duty, certain court attendance, and up to fifteen (15) days of military leave per year.
- **LEAVE OF ABSENCE WITHOUT PAY**: Parental leave (for birth or adoption of child), educational leave, or any other reasons approved by the Board of Education.
- **HOLIDAYS**: 10 or 11 scheduled each year for full-time and part-time employees.
- **DIRECT DEPOSIT**: All employees are eligible for a direct deposit to the bank of their choice.
- **TERM LIFE INSURANCE**: A $1500.00 term life insurance policy is provided at no cost to the employee.
- **ATHLETIC PASS**: Allows free admission to school athletic events.
- **SCHOOL EXPRESS CARD**: Discounts provided at participating retailers.
- **WESAVE**: The WeSave program is offered by the state. This program offers discounts from various retailers. For more information, visit the website at http://wesave.com

Available to teachers only (Partial Pay Benefits)

- **EXTENDED SICK LEAVE**: Up to twenty days per year for personal illness after accumulated sick leave is exhausted with appropriate medical documentation.
- **PERSONAL LEAVE**: Two days earned per year, with up to five days accumulating.

Available to permanent employees working at least four (4) hours per day

- **PRORATED ANNUAL LEAVE**
- **PRORATED HOLIDAY PAY**
- **PRORATED SICK LEAVE**