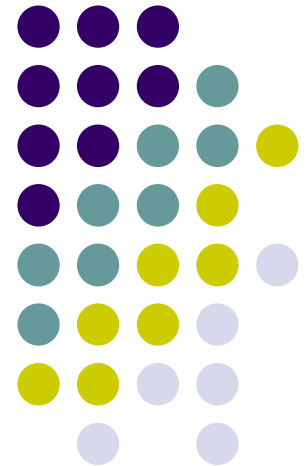




EAU CLAIRE
AREA SCHOOL DISTRICT

Employment & Benefit Information

Presented by:
Payroll Department



Payroll Team



- Tami Rowe – Payroll Manager
- Jody Smoczyk – Payroll & Benefits Specialist
- Diane Knapp – Payroll Specialist
- Nancy Beltz – Payroll Specialist
- Rhonda Olson – Payroll Clerk

Employee Online

- View your pay stubs
- View payday calendars
- Update your address and family members
- Update tax withholdings and direct deposit
- Update emergency contact information
- Complete your Open Enrollment for insurance in May
- You will receive an email with your employee id and password. If you don't receive an email before your first paycheck, please contact payroll.

Timecards



- Hourly employees hired after 7/1/18
 - Timecards must be completed and submitted by the deadline to receive pay
 - See timecard instruction sheet for more details
 - Timecards are processed two weeks in arrears

Your pay checks

5

- School year salaried employees default pay option is the Deferred Pay Option.
 - Pay is over 12 months (26 pay periods)
 - If you'd like school year pay, see payroll for a form
 - Existing employees – pay option forms must be received by July 1 to be effective for the following school year
- Hourly employees hired after 7/1/2018 will complete timecards and be paid two weeks in arrears.
- Calendars are available in Employee Online

Benefit Enrollment Forms

- Paper enrollment forms
 - Must be completed for all eligible benefits
 - Waive or enroll in coverage
 - Return to Payroll within 30 days of hire date

Qualifying Events

You have 30 days to make changes to your insurance plan or add insurance, in the event of:

- ❑ Marriage
- ❑ Birth
- ❑ Adoption
- ❑ Divorce
- ❑ Loss of previous coverage
- ❑ Increase in FTE

Eligibility for benefits

- FTE of .75 or greater is eligible
 - LTE employees
 - Coverage ends end of month when employment ends
- Coverage begins first of the month after hire date
 - Plan year is July 1 to June 30
 - All eligible employees must re-elect coverage during open enrollment



Eau Claire Area School District
2019-20 Medical Insurance Plan

SecurityHealth PlanSM

Promises kept, plain and simple.[®]

ECASD 2019-2020 HRA CONTRIBUTIONS

This money is deposited in MidAmerica and is your money, for Eligible Expenses. You may keep it for later or use it for current expenses—it is part of your insurance benefit and intended for payment of out of pocket expenses including deductible amounts.

All active employees of the Eau Claire School District will continue to receive annual HRA deposit.

- The District will deposit:
 - \$1,000 into an HRA for those with a single plan and
 - \$2,000 for those with Employee + Spouse, Employee + Children, or the Family plan

** see next slide if both spouses are employed by the District



HRA - BOTH SPOUSES EMPLOYED BY ECASD

- In cases when both spouses are employed by the District are eligible for and enrolled in medical insurance, the HRA deposit must be earned by completing the requirements of the Health Insurance Wellness Program. This is because when both spouses are employed by the District in benefit eligible positions and enrolled in the medical insurance, an additional benefit of not paying a premium share is applied to the employee that is the plan holder.
 - A minimum deposit of \$1,000 will be made into the policy holder's HRA account annually. An additional \$500 will be deposited for each employed spouse who completes the health insurance wellness requirements.
 - Deposit Examples:
 - \$1,000 – Annual minimum deposit for employed spouses
 - \$1,500 – One employed spouse completes the requirements
 - \$2,000 – Both employed spouses complete the requirements



MEDICAL BRIDGE (ACTIVE EMPLOYEE BENEFIT)

- Claims are automatically sent electronically from Security Health Plan (SHP) to Diversified Benefit Services (DBS)
- No Claims to submit!
- You can choose checks or direct deposit for your reimbursement
- You are responsible for paying your provider



Your Dental
Benefits provided
by Delta Dental



Vision Benefits provided
by Delta Dental Vision

EXPERIENCE

THE DELTAVISION®
DIFFERENCE



 DELTA DENTAL®

Income Protection**

- STD (Short Term Disability)
 - Premium paid by employee
 - Compensates *up to* 90 calendar days
- LTD (Long Term Disability)
 - Premium paid by district
 - Compensates *after* 90 calendar days

**Must be .75 FTE or greater to be eligible

Life Insurance

○ Eligibility

- Dependent on WRS eligibility
 - (Wisconsin Retirement System)

FSA Benefits

Flexible Spending Account

- Cost-effective way to pay for eligible out-of-pocket medical expenses tax-free
- Can be used by you, your spouse, and any eligible dependent
- Two enrollment options:
 - Health Care Reimbursement Account (HCRA)
 - Dependent Care Reimbursement Account (DCRA)
- HCRA covers eligible medical expenses
- DCRA covers eligible dependent care expenses
- \$2,700 max contribution for HCRA in 2019
- \$5,000 max contribution for DCRA in 2019

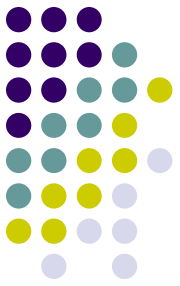
Retirement Plans

- Tax Sheltered Annuities
 - 403b
 - 457
- WRS
 - Wisconsin Retirement System
 - Eligibility based on hours and days
- Defined Contribution Plans
 - ECASD retirement benefit



Spouse employed with ECASD

- If both you and your spouse are employed with the Eau Claire Area School District with an FTE of .75 or greater, please contact the Payroll Department. You may be eligible for additional benefits.



QUESTIONS??