

**BENEFIT SCHEDULE  
GROUP B  
CLASSIFIED EMPLOYEE**

<b>Approximate Days Worked:</b>	225 to 230 (+ or -) additional days as directed by the Superintendent Including Staff Organization and Staff Appreciation Day
<b>Approximate Hours Worked:</b>	1610-2079 (+ or -) additional hours as directed by the Superintendent
<b>General Leave:</b>	10 per year (Given after 60 day probationary period from board approval date) 1 <sup>st</sup> year prorated based on # of days worked July 1 – June 30. (Max of 50 days accumulated)
<b>Vacation:</b>	Not eligible
<b>Bereavement:</b>	5 for Immediate Family 4 for Extended Family
<b>Health/Dental Insurance:</b>	Not eligible
<b>Quad Med Clinic:</b>	Not eligible
<b>Life Insurance:</b>	Not eligible
<b>Spectera Vision:</b>	Plan runs Jan 1 through Dec 30. Sign up in November with Diane Graber. **Benefits are available on the website >Staff Access.
<b>American Fidelity Policies:</b>	Policies run Jan 1 through Dec 30. Sign up in November. **FSA Reimbursement Forms are available on the website> Staff Access.
<b>Retirement:</b>	PERF (Public Employees' Retirement Fund) and 401 (a) (Valic)(see item #29). Mandatory 3% per pay paid by the employee for PERF.
<b>Annuities:</b>	403(b) and Roth 403(b) are available for purchase by any employee who elects to have a portion of his/her salary set aside for such annuity program. Maconaquah has 3 approved vendors and 3 dates that you can make adjustments to program: By Aug 15, Dec 15, or Apr 15. **Vendor contact information available on website > Staff Access > Payroll/Personnel Forms
<b>Paid Holidays:</b>	Christmas Day Memorial Day Independence Day
<b>Employees in Group B may include:</b>	Special Ed Secretary (1/2 time)

*Please refer to Classified Handbook for all additional information. Available on website > Staff Access*