

**BENEFIT SCHEDULE
GROUP D
CLASSIFIED EMPLOYEE**

Approximate Days Worked:	181 (+ or -) additional days as directed by the Superintendent Includes Staff Organization, Staff Appreciation and Annual Safety Training Day (for cafeteria staff only)
Approximate Hours Worked:	1-1085 (+ or -) additional hours as directed by the Superintendent
General Leave:	4 per year (Given after 60 day probationary period from board approval date) 1 st year prorated based on # of days worked July 1 – June 30. (Max of 10 days accumulated)
Vacation:	Not eligible
Bereavement:	5 for Immediate Family 4 for Extended Family
Health/Dental Insurance:	Not eligible
Quad Med Clinic:	Not eligible
Life Insurance:	Not eligible
Spectera Vision:	Plan runs Jan 1 through Dec 30. Sign up in November with Diane Graber. **Benefits are available on the website >Staff Access.
American Fidelity Policies:	Policies run Jan 1 through Dec 30. Sign up in November. **FSA Reimbursement Forms are available on the website> Staff Access.
Retirement:	401 (a) (Valic)(see item #29).
Annuities:	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
Paid Holidays:	Christmas Day
Employees in Group D may include:	Cafeteria Cashier Cafeteria Monitor Part Time Food Service Personnel Part Time Administrative Secretary