

## **SUPPORT STAFF FRINGE BENEFITS**

### **Personal Leave:**

Personal leave is defined as leave time an employee may take away from work for personal reasons. A personal leave day is defined as the prorated amount of hours the employee is normally scheduled to work in a day. For an employee that is contracted under more than one category, as described in File: GD of the Wall School District Policies, will be granted personal leave based on the highest category they are contracted for.

Permanent part-time, special part-time, temporary part-time, and temporary non-contracted employees shall be granted three (3) days of personal leave for each school term (9 month school year). Personal leave must be requested 48 hours in advance except in an emergency. Any request must be made to the employee's immediate supervisor. Only permanent part-time, special part-time, temporary part-time, and temporary non-contracted are eligible for personal leave.

### **Insurance:**

The district shall provide a group insurance plan. Permanent full-time, permanent part-time, special part-time and temporary part-time employees will receive full single health, dental, and vision insurance premiums paid by the board. No family insurance benefits paid by the board. An individual may elect to purchase family health, dental, and vision insurance at their own expense. Only permanent full-time, permanent part-time, special part-time and temporary part-time employees are eligible for health, dental, and vision insurance.

### **South Dakota Retirement Benefits:**

Permanent full-time, permanent part-time, and special part-time employees qualify for participation in the South Dakota Retirement System. It is a mandatory program for the above employees.

Temporary non-contracted and intermittent employees do not receive insurance and retirement benefits.

Board Approved Updates: 9-9-2020