

**Summit Educational Service Center  
Employee Benefits Information Sheet**

Benefits are offered to all full time employees (30 hours or more weekly).

**Insurance**

Monthly cost for any Medical/Hospitalization Plan (effective 7/1/17):

Family Coverage – employee pays:	\$348.06	Board pays:	\$1,392.24
Single Coverage – employee pays:	\$143.29	Board pays:	\$ 573.18

Monthly cost for Dental Insurance (effective 7/1/17):

Family Coverage – employee pays:	\$44.88	Board pays:	\$179.54
Single Coverage – employee pays:	\$18.21	Board pays:	\$ 72.82

Employees may sign up within 30 days of employment. If an employee elects not to sign up at the time of employment, he/she may sign up during open enrollment which is in the fall for an effective date of January 1<sup>st</sup>. Deductions for insurance coverage are made in advance. For example, premiums for October coverage are deducted from September's pays.

Employees may choose from among two insurance plans:

**SuperMed or Aultcare**

- Employees must choose doctors and hospitals in the plan directory.
- Once the deductible is met, insurance pays 90%, employee pays 10%.
- Caremark is the prescription company, employee pays 20%. Maintenance drugs are mandatory mail order.
- The doctors in **Aultcare** are in Stark County.

Employees who participate in the Dental Insurance program may go to any dentist of their choice.

**Life Insurance**

All full time employees of the Summit Educational Service Center receive Life Insurance coverage.

1. \$50,000 insurance for employees who make over \$30,000.
2. \$30,000 to employees who make under \$30,000.

**Sick Leave**

Sick leave days are accrued in proportion to the percentage of a full-time contract actually worked. Employees who work a regular full time contract accumulate 1¼ days per month for a total of 15 days per year. Sick leave days not used may be carried over into the next year.

**Emergency and Vacation Days**

Up to three full days of emergency leave may be used each year by full-time employees. Use of these days must be approved by the Superintendent and cannot be taken before or after a holiday/break. Emergency days may not be carried over into the next school year. Employees who work 261 days per year may earn vacation leave. Vacation time accumulates on a monthly basis.

## Annuity

Employees may elect to participate in a 403B annuity plan. We do not recommend one company over another. It is the responsibility of the employee to contact the company for information and to request necessary paperwork.

Company Name	Address	Phone
<i>Voya Institutional Trust Company</i>	P.O. Box 3015 New York, NY 10116-3015	(216) 447-3750
<i>Lincoln Financial Group</i> The Lincoln National Life Insurance Co.	P.O. Box 2340 Fort Wayne, IN 46801-2340	(800) 454-6265
<i>Ohio Public Employees Deferred Comp.</i>	257 East Town St., Suite 400 Columbus, OH 43215-4623	(877) 644-6457
VALIC c/o Chase Bank of Texas	P.O. Box 200018 Houston, TX 77216-0018	(888) 478-7020