

Bismarck Public Schools
Professional Support Staff Benefit Plan
Full-Time Employees
2010-2011

- **Retirement:** – Employees will participate in the North Dakota Public Employees Retirement System (PERS) or Teachers Fund For Retirement (TFFR). Employees covered by PERS contribute 4.00 percent of salary earned during a school year and the District matches with a 5.12 percent contribution. Employees covered by TFFR contribute 7.75 percent and the district matches with an 8.25 percent contribution.

- **Medical Insurance:** The District pays up to \$810 per month for the family plan and the employee pays the balance of \$380 per month through salary deduction.
- **Dental Insurance** – The district pays \$47 for a family plan and the employee pays \$50 per month. The employee pays \$13.00 per month for a single policy
- **Vision Insurance** – The District will pay \$17 and the employee pays \$8.00 per month for a family plan.
The District pays the entire premium for a single plan or single with dependents for medical and a single vision insurance plan.

- **Flexible Benefits Program** – Employees can save money by converting unreimbursed medical expenses and dependent care expenses from an after-tax to a before-tax basis. Employees can set up medical spending accounts up to \$4,000 per year and dependent care spending accounts up to \$5,000 per year.
- **Long Term Disability Insurance** – The district pays the entire premium.
- **Life Insurance** – The district pays the entire premium for a \$50,000 term policy.

- **Sick Leave**
 - A. One day of sick leave per month for full-time employees.
 - B. Part-time employees will receive sick leave days commensurate to the percentage of their contracts.
 - C. Unused sick leave will accumulate indefinitely.
- **Vacation Leave – 12 Month Employees**

Vacation leave time will be granted in accord with years of service as follows:

Years	Leave
0 thru 6 years	1.50 days per month
7 thru 10	1.75 days per month
11 thru 17 years	2.00 days per month
18 years plus	2.25 days per month
- Unused leave will be carried forward from one calendar year to the next, not to exceed 20 days of cumulative leave.

- **Holidays – 10 paid days**

New Years Day, Martin Luther King Day, President’s Day, Good Friday, Memorial Day, July 4, Labor Day, Veterans Day (Nov. 11), Thanksgiving Day, and Christmas Day. When a holiday falls on a Saturday offices will close the Friday before and when the holiday falls on a Sunday offices will close on the following Monday.