

# WELFARE TRUST POLICIES

## POLICY 1 – UNUSED SICK LEAVE

Beginning with the contract negotiated for the 1986-87 school year, CCASAPE identified a portion of the funds negotiated into a "School Administrators' Welfare Trust" for the purpose of reimbursing administrators / professional-technical employees for unused sick leave at the time of their separation from the Clark County School District.

- A. Beginning in 1987, the CCASAPE Representative Council annually reviewed the Unused Sick Leave Reimbursement Policy and established the maximum daily amount and total amount to be paid. This responsibility was transferred to the School Administrators' and Professional-technical Employees' Welfare Trust effective July 22, 2008.
- B. Eligibility:
  - 1. The individual must be an administrator / professional-technical employee at the time the application is made or death occurs.
  - 2. The administrator / professional-technical employee must have filed an intent to retire or separate with the Clark County School District at the time the application is made. The deadline for submitting applications is May 1 or November 1 of each school year. An administrator / professional-technical employee who does not file in a timely manner shall be eligible for this benefit in the next pay period.
  - 3. An administrator / professional-technical employee must have a minimum of ten (10) years as an administrator or professional-technical employee in the Clark County School District to participate.
  - 4. An administrator / professional-technical employee who separates from the CCSD shall be eligible for this benefit one time only.
  - 5. In the event of an administrator's / professional-technical employee's death, the benefit shall be paid to the beneficiary on record with the CCSD. (Amended 01-21-10)
- C. The School Administrators' and Professional-technical Employees' Welfare Trust shall determine prior to the payout: (Amended 07-20-10)
  - 1. The number of administrators / professional-technical employees eligible for this benefit. (Amended 07-20-10)
  - 2. The number of days of unused sick leave each administrator / professional-technical employee requesting funds has as of the date of their intended separation.
  - 3. The total number of days eligible for reimbursement.

4. The maximum daily rate and maximum amount each participating administrator / professional-technical employee or beneficiary shall receive under this policy.
5. The amount each participating administrator / professional-technical employee or beneficiary shall receive.

D. Time Line:

1. Applications for participation must be submitted by May 1 for July payment or by November 1 for January payment.
2. The Welfare Trust chairperson shall make the verification of eligible days.
3. The School Administrators' and Professional-technical Employees' Welfare Trust shall determine the amounts as called for under C.4 and C.5.
4. Funds payable by the Trust shall be paid twice a year as soon as practical after December 31 and on or before July 1.

NOTE: Beginning July 1, 1992, individuals will be paid \$10 per day for a maximum of 250 days resulting in a maximum benefit of \$2500. (Adopted 01-21-09)

## **POLICY 2 – RETIREE HEALTH REIMBURSEMENT**

Beginning with the contract negotiated for the 1989-90 school year, CCASAPE identified a portion of the funds negotiated into a "School Administrators' Welfare Trust" for the purpose of partially reimbursing retired administrators / professional-technical employees for health insurance.

A. Beginning in 1990, the CCASAPE Representative Council annually reviewed the Retiree Health Reimbursement Policy and established annual amounts to be paid. This responsibility was transferred to the School Administrators' and Professional-technical Employees' Welfare Trust effective July 22, 2008.

B. Eligibility:

1. An administrator / professional-technical employee must have a minimum of ten (10) years as an administrator / professional-technical employee in the Clark County School District to participate. (Amended 01-21-10)
2. The eligible individual must be receiving or must have applied for retirement benefits from the State of Nevada and must have submitted a retirement notification with the Clark County School District. (Amended 07-20-10)

3. Applications for participation must be submitted by May 1 for July payment and by November 1 for January payment. An administrator / professional-technical employee who does not file in a timely manner shall be eligible for this benefit in the next pay period.
  4. This benefit will be made available to any eligible administrator / professional-technical employee retiring after July 1, 1989.
  5. In the event of an administrator's / professional-technical employee's death, the benefit shall be terminated at the time of death.
- C. Each year the School Administrators' and Professional-technical Employees' Welfare Trust shall determine prior to the payout: (Amended 07-20-10)
1. The number of retiring or retired administrators / professional-technical employees eligible for this benefit. (Amended 07-20-10)
  2. The amount of health reimbursement that each eligible retired administrator / professional-technical employee shall receive under this policy.
  3. Method of payment: Yearly lump sum reimbursement for amount entitled, not to exceed a five (5) year payment period.
- D. Time Line:
1. Applications for participation must be submitted by May 1 for July payment or by November 1 for January payment.
  2. The Welfare Trust chairperson shall make the verification of those eligible to receive retiree health benefits.
  3. The School Administrators' and Professional-technical Employees' Welfare Trust shall determine the amounts called for under C.2.
  4. Funds payable by the Trust shall be paid twice a year as soon as practical after December 31 and on or before July 1.
  5. Each eligible individual shall receive benefits for a five (5) year period. Benefits will cease at the conclusion of the fifth payment. In the event of an administrator's / professional-technical employee's death, the benefit shall be terminated at the time of death. (Amended 07-20-10)

NOTE: Beginning with the 1989-90 school year individuals will be paid \$450 per year for a maximum of five (5) years. (Adopted 01-21-09)

### **POLICY 3 – \$100,000 GROUP LIFE INSURANCE**

The \$100,000 group life insurance policy is a negotiated benefit for all active, full-time administrative / professional-technical employees of the Clark County

School District. For active employees, the benefit will be reduced at age 70 to \$65,000, and reduced at age 75 to \$50,000.

Effective January 1, 2004, a premium of \$306.00 for those individuals eligible for \$100,000 life insurance, a premium of \$198.90 for those individuals eligible for \$65,000 of life insurance, and a premium of \$153.00 for those individuals eligible for \$50,000 of life insurance will be paid by the School Administrators' and Professional-technical Employees' Welfare Trust. There is no negotiated life insurance benefit once an administrator / professional-technical employee retires. However, the Trust, as a free service to retired Trust participants, will collect the premium from the retiree and transfer the premium to the insurance company. The insurance company has agreed to allow these retirees to continue to participate in the group life insurance plan upon request. The premium is the same as the active employee premium and the benefit remains at \$100,000 until age 70 when it is reduced to \$50,000 with a similar reduction in the premium. Effective January 1, 2004, a premium of \$306 for those individuals under the age of 70 and a premium of \$153 for those individuals who are age 70 or over will be collected annually. (Amended 01-21-10)

The change in coverage amounts and premiums will occur January 1 following the 70<sup>th</sup> and 75<sup>th</sup> birthdays as applicable. (Adopted 01-21-09)

#### **POLICY 4 – GROUP HEALTH INSURANCE**

The School Administrators' and Professional-technical Employees' Welfare Trust provides health plans for all active, full-time administrative / professional-technical employees of the Clark County School District and a CCSD contribution is made which covers all or part of the premium. There is no contribution made by the Clark County School District once an administrator / professional-technical employee retires. However, the School Administrators' and Professional-technical Employees' Welfare Trust provides the health plans to administrators / professional-technical employees at retirement at the individual retiree's expense. Eligible dependents may also continue to participate. (Adopted 01-21-09, Amended 01-21-10)