

AR GCBD/GDBD-R Staff Fringe Benefits

Issued ~~12/08~~ 00/21

403(b) programs

The district will maintain and operate any 403(b) programs pursuant to a written plan. The written plan will contain all the material terms and conditions for eligibility, benefits, applicable limitations, the contracts available under the plan, the time and form under which distributions may be made and other optional features as appropriate. The district will generally open these programs to all employees and provide notification on an annual basis.

Employee benefit committee

The employee benefits committee will meet twice a year to review and approve proposals from insurance companies for various insurance programs to be offered to district employees through salary deduction and to consider suggestions from employees on possible benefit reform.

- The committee will meet in April and November of each year.
- The specific dates, times and places for committee meetings will be determined by the committee chairman.

The committee will be composed of ~~42~~ members, ~~as follows from the office of human resource services and from the office of financial services.~~

- ~~Permanent members will be the chief human resources officer who will chair the committee, the chief operating officer, the executive director of financial services and a representative from the state insurance commissioner's office.~~
- ~~The following members will serve two-year terms, on staggered basis: one elementary principal; one secondary principal, one administrative employee, three teachers and two classified employees.~~
- ~~Members serving two-year terms will be appointed by the superintendent.~~

~~The committee will base their initial approval to offer insurance programs to employees through salary deduction upon the following.~~

- ~~The company or organization and the plan or program for which it wants to establish the salary deduction must meet the provisions of the policy.~~
- ~~The insurance program has no organizational membership requirements that first must be met before an employee can enroll for the program.~~
- ~~The company and the insurance program being proposed must meet all the applicable rules and regulations of the Internal Revenue Service and all the laws, rules and regulations of the state.~~
- ~~There must be a minimum of five percent total full-time employees or 200 district employees, whichever is less, initially enrolled for the salary deduction.~~
- ~~The district's computer program for payroll must have the necessary space to accommodate the proposed salary deduction.~~

~~Once the committee approves offering an insurance program~~ Upon approval of the insurance program, the company offering the program must meet the following guidelines for yearly continuation of the salary deduction. The company or organization must have no fewer than five percent total full-time employees or 200 district employees, whichever is less, enrolled for the salary deduction each year on the first Tuesday in November. If fewer than five percent or 200 district employees, whichever is less, are enrolled for the salary deduction on that date, salary deductions for the plan or program will cease on March 1.

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Richland County School District One

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