

General School Administration**ADMINISTRATIVE INSURANCE FOR CERTIFIED, CLASSIFIED, ACCOUNTING SPECIALIST, HR SPECIALISTS, PAYROLL SPECIALISTS, AND EXECUTIVE SECRETARY TO THE SUPERINTENDENT****DURING EMPLOYMENT****Health Insurance**

The Board of Education shall furnish health benefits for Certified Administrators, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent, where applicable, coverage for spouses and/or dependent children. Those Certified Administrators, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent electing family coverage shall pay the amount or percentage of premium as determined by District Policy. These benefits are in accordance with the health plan document prepared by the claims administrator.

Life Insurance

The District will provide a term life insurance policy in the amount of \$15,000. The Certified Administrators, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent, (as listed below) expense, he/she may elect to be covered for an additional \$25,000, \$75,000 or \$100,000 term life insurance. Premiums will be determined annually by the life insurance carrier. An additional term life policy will be provided by the District in the amount of the Certified Administrators, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendents base salary rounded to the next highest thousand-dollar amount.

AFTER RETIREMENT**Certified Retiree Health Insurance**

Certified Administrators retiring under TRS from District #9 with 5 or more years of administrative service with the District shall be entitled to health benefits provided by the District until June 30 of the retiring year. Effective July 1, following enrollment in the TRS plan, the District will contribute the managed-care premium directly to TRS on behalf of the retiring administrator until 65 years of age.

Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent

Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent retiring under IMRF from the District with 5 or more years of administrative service with the District shall be entitled to health benefits provided by the District, unless other benefits are available, effective the first of the month following retirement. The District will contribute no greater than the amount equal to the amount paid on behalf of a certified administrator for TRS managed care premium for the retiree only from date of retirement until 65 years of age.

Dependent Coverage

Certified and Classified Administrators and Non Union Secretaries may elect to continue insurance for family members covered at the time the Certified and Classified Administrators or Non Union Secretaries retires for family members under the guidelines of the plan document on a self-pay basis. Costs are determined by the carrier and District policy. Dependent coverage will terminate when they become covered under another health plan, under Medicare or turn 65.

Grandfather Clause

Certified Administrators, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent (see listed below) hired before July 1, 2007 and currently serving in an administrative or non union secretarial position shall be “grandfathered” and be entitled to all benefits in effect prior to the adoption of this policy.

The Superintendent shall not be included in this policy.

Certified: TRS Managed Care premium single coverage

Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent: Current District’s Insurance single coverage

For this policy, Classified Administrators, Accounting Specialist, HR Specialists, Payroll Specialists, and Executive Secretary to the Superintendent will be comprised of the following positions:

Director of Info. Systems	Classified Administrator:	Full Single Coverage
Director of Student Services	Classified Administrator:	Full Single Coverage
Supervisor of Facilities Management	Classified Administrator:	Full Single Coverage
District Manager of Communications	Classified Administrator:	Full Single Coverage
Custodian Supervisor	Classified Administrator:	Full Single Coverage
Human Resources Specialist	Classified Specialist:	Full Single Coverage
Payroll Specialist	Classified Specialist:	Full Single Coverage
Accounting Specialist	Classified Specialist:	Full Single Coverage
Executive Secretary/Superintendent	Non Union Secretary:	Full Single Coverage

Adopted: 07/17/2007

Updated Titles: 03/19/2024