

## INSURANCE PROGRAM

The Waynesboro School Board will maintain insurance programs as described herein. The superintendent and director of finance shall be responsible for assessing risks, recommending coverage, and advising the board on insurance matters. Their assessment will be ongoing and the board will be advised of all changes made in coverage.

### Property and Casualty Insurance

A commercial property liability policy will be maintained with coverage and statements of value updated as necessary, but reviewed no less often than annually.

### Health Insurance

The Waynesboro School Board will maintain a group health insurance plan. Participation by employees is voluntary.

- To participate, the employee must complete and file an application for coverage with the school division.
- Employees are eligible for health insurance benefits based on requirements listed in the contract with the insurance carrier and as described below:
  - Full time permanent employees,
  - All contracted bus drivers,
  - Part-time (contracts less than 30 hours per week for any job classification) and temporary employees are excluded/not eligible for this benefit.
- For eligible employees the school board will pay a portion of the premium for subscriber only coverage. This portion will be set by the school board annually.
- Effective October 1, 1992, for employees who carry One Minor, Spouse, or Family Coverage, the school board may contribute an amount to be set annually (Additional Dependent Subsidy) which will be in addition to the amount the school board pays for the subscriber coverage. The school board's payment will be limited to one subsidy payment per family contract.
- The Waynesboro School Board follows all COBRA policies and regulations according to the federal guidelines for continuation of health insurance benefits.
- Payroll deductions for dependent coverage can be made under the board's Internal Revenue Service Section 125 Flexible Benefits Plan.

## Health Insurance for Retired Employees

Retirees may participate in the group health insurance program afforded to school board employees. Effective July 1, 2010 all retirees are subject to the following regulations:

- The school board will pay 50% of the approved monthly portion of the subscriber only tier, rounded to the closest whole dollar.
- To be eligible, an employee must be fifty (50) years of age at retirement, must have ten (10) years of continuous service with the Waynesboro Public Schools immediately prior to retirement, and must have been eligible for hospitalization insurance at the time of retirement. (In case of a job-related disability where either VRS or Social Security benefits are awarded, the service requirement will be waived.)
- Eligibility for this benefit will terminate after ten (10) years or at the time the retiree first becomes eligible for other health care insurance coverage, whichever comes first. Per Section 15.2-1517 of the Code of Virginia a retiree may remain on the group health insurance after the paid benefit expires if they have not become eligible for Medicare. At this time the retiree shall be responsible for paying 100% of the premium. The retiree shall not be able to remain on the group insurance once eligible for Medicare.
- The retired employee may include eligible dependents on this policy. Eligible dependents include those listed for coverage by the employee immediately prior to retirement. Only the deletion or termination of coverage will be permitted. Dependent coverage can continue under federal guidelines upon the death of the retired employee or upon the retired employee obtaining other health insurance coverage. A new application must be completed.
- Retirees eligible for the health insurance benefit, with a spouse still being an active Waynesboro School Board employee, may have their retiree health insurance benefit paid towards the active member's family or spouse coverage.
- The school board reserves the right to change the terms of the retirees' health insurance coverage at any time, including the right to terminate any or all coverage provided to retirees.

Note: Current retirees subject to this change in policy will not have premiums increased, due to this policy change, by more than \$100/month. Annual renewal increases will still be passed on to all retirees.

Workmen's Compensation Insurance

The Waynesboro School Board is a member of a group self-insurance program which pays benefits to employees injured on the job.

Legal Liability Insurance

A school district and educators legal liability policy covers all employees and is maintained annually.

Life Insurance

Active Virginia Retirement System members are covered by group life insurance. The Waynesboro School Board pays the cost of this insurance for its eligible employees. The Optional Group Life Insurance Program is available to employees for the purchase of additional insurance for the employee and their family. The optional group life insurance premium is to be paid by the employee.

Adopted: April 11, 1995

Revised: December 10, 2002, January 8, 2008, April 13, 2010

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