

**POWAY UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE**

Originator: Assoc. Superintendent, PSS

Issue No: 3

Date: 7/29/91

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Reference:

ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

4.1 GENERAL PERSONNEL PRACTICES

4.116 EMPLOYEE BENEFITS

SECTION 4.116.1 Qualifications for Employee Benefits

Certificated

Employees in the certificated bargaining unit shall be provided fringe benefits in accordance with the collective bargaining agreement.

Specially funded hourly limited term teachers (i.e., SIP, Title I, Remediation) are not eligible for District-paid fringe benefits.

Classified

Employees in the classified bargaining unit shall be provided fringe benefits in accordance with the collective bargaining agreement.

Nonrepresented, regular classified employees working half-time or more shall receive the basic insurance plan and other fringe benefits provided by the District.

Classified employees working less than four hours a day will receive no District paid fringe benefits. Employees whose regular work schedule is increased during the work year (except for LIMITED TERM time) so that it equals four or more hours a day will qualify for the District-paid basic fringe benefits package. Employees whose regular work schedule is four hours a day or more at the beginning of the school year, but whose hours are reduced to less than four hours per day by the administration, will not lose their District-paid benefits for the remainder of the work year. Employees who voluntarily reduce their hours to less than four hours per day will forfeit their District-paid insurance benefits for the remainder of that school year.

Regular Hourly Employees

For the purpose of finalizing decisions regarding employees qualifying for District-paid fringe benefits, work schedules will be monitored from the beginning of the school year to the end of October. This approach shall apply to both District-paid health benefits and cafeteria funds.