

SUMMARY OF BENEFITS



St. Margaret's Episcopal School offers a very competitive benefits package to all full-time regular employees who meet eligibility requirements. A brief list of those tangible benefits is listed here:

SCHOOL SPONSORED PLANS:

Health Care: Medical, Vision and Dental Insurances are offered under the auspices of the Episcopal Diocese of Los Angeles:

- **Medical & Vision Care Insurance:** The school is a member of the Medical Trust of the Episcopal Church and offers four EPO plans and two PPO plans.
- PPO Programs are available as is spouse or family coverage with the additional costs being borne by the employee.
- Vision care coverage is included in all health insurance plans at no cost to the employee, except for spousal or family coverage.
- Also included at no cost to our employees is an Employee Assistance Program, Medical Advocacy and more.

Dental Insurance: Is also available and as with Medical coverage the school pays 100% of the Preventative PPO and Basic PPO plan. There is an additional premium cost to the employee for the Dental/Orthodontia PPO. Employees enrolling in this coverage are eligible the first of the month following date of hire or January 1, following open enrollment.

Life Insurance: The school pays for a \$50,000 life insurance policy.

Supplemental Life Insurance: Additional coverage can be purchased in Increments of \$25,000 up to \$100,000 at the employee's cost. This is available at the employee's cost, but at a very good rate.

Retirement: The school's 403(b) plan is offered through TIAA, a leader in this field. The employee may manage his or her portfolio within the plan. The school will contribute an amount equal to 5% of the employee's gross annualized salary per year and will match up to 4% of an employee's contribution in addition for a total possible contribution from the school of 9% annually.

Supplemental Retirement: The school's 403(b) plan allows for supplemental contributions as well as matching contributions by the employee to his or her retirement account, under the guidelines of state and federal laws.

Short-term Disability: The school is exempt from SDI and therefore pays for a private short-term disability insurance program for each employee. SDI is an employee tax, meaning this would ordinarily come of the employee's paycheck; therefore, this is a savings to the employee.

Long-term Disability: The school offers Long-term Disability insurance at no cost to the employee.

Professional Development: Conferences/Seminars and Advanced Education — The school is committed to ongoing professional growth and provides funding for professional conferences and seminars as well as ongoing education per policies.

Holidays & Leaves: There are 30 paid Holidays as well as a Sick Leave policy as part of the benefits

offered at St. Margaret's Episcopal School. These and other leaves are included in detail in our policies.

Salary Continuance: As the school does not participate In SUI — it offers a salary continuation program under the Episcopal Diocese of Los Angeles.

Tuition Remission: Although there may be some delay in space availability for a child or children whose parent becomes employed at St. Margaret's, full-time, regular employees (working 40 hours per week or more) qualify for a 50% tuition remission on annual tuitions for their children who attend St. Margaret's Episcopal School. This benefit is contingent upon the child or children qualifying to be in the school. This discount is also available for Summer Session and extended day care so long as children are enrolled at St. Margaret's in these programs and the employee is a full-time employee of the School (or a Summer School Teacher or staff member). Financial aid is also available to all qualified employees.

Wellness Opportunities: St. Margaret's offers both an onsite Health Center, managed by three registered nurses who care for the entire faculty, staff and student community and other wellness programs available for its employees including: a weight room with state of the art equipment and a trainer -group programs are offered, but the trainer will also work with you to design a personalized program; Yoga classes, etc.

VOLUNTARY PLANS:

IRC Section 125 Flexible Spending Plan: The school currently offers a flexible spending plan for un-reimbursed medical expenses as outlined under Section 125 that affords our employees significant tax savings annually.

Professional Memberships: The school will pay 100% of one professional membership per Division/Department.

Computer Purchase Plan: The school provides the opportunity for faculty and staff to purchase computers through the Technology Department and Payroll Deduction.

Credit Union Membership: Employees may participate in the Orange County Federal Teachers Credit Union, as well as the Episcopal Diocese Credit Union.

Book Fee Payment Plan: Effective 2002-2003 faculty and staff members may pay for Upper School books through payroll deduction.

Sporting Events: CIF Playoff Game Ticket fees are governed by the CIF; however, Orange Coast League home games will be free to faculty and staff with current School ID cards.

Discounted Fares: PTF Fundraiser — Discounts will be announced per event. PTF Hot Lunch Program is discounted to regular faculty and staff members only. PTF will not provide any 'free-lunch' to regular faculty substitute teaching the discount rate applies at all times for faculty and staff. All-school drama productions offer discounted tickets for faculty.

St. Margaret's is constantly striving to ensure the strongest sustainable benefits plans possible for its employees and has implemented policies to enhance already existing plans, such as a coordinated benefits policy — all detailed in its Employee Handbook.

Wee-Tartan Infant Toddler Center: St. Margaret's is happy to provide on-site licensed child care facilities for the infants and toddlers of its employees. The cost for care is born by the employee and no tuition remission applies. Space availability is limited, and places are filled on a first come — first served basis.

NON-TRANSFERABLE: NONE OF THE BENEFITS, EITHER SCHOOL SPONSORED, PTF SPONSORED OR VOLUNTARY ARE TRANSFERABLE. THEY APPLY TO THE EMPLOYEE ONLY.