



Governing Board Agenda Item

Meeting Date: August 14, 2025

From: Thomas Bogart, Chief Financial Officer

Subject: Policy Consideration

Priority: To recruit, retain, and support highly effective staff, teachers, and leaders

Consent ☐ Action ☒ Discussion ☐

Background:

Marana Unified School District Policy GCBD, Professional/Support Staff Fringe Benefits, is being revised to more clearly articulate benefits eligibility and maintenance of medical benefits according to employment law and District practice.

Policy GCBD, Professional/Support Staff Fringe Benefits

There are two updates to this policy that further align policy language with District practice. First, the new language better clarifies the number of work hours required each month to maintain health benefits. Second, language was added to ensure recognized holidays, use of paid leave, and use of Family and Medical Leave Act (FMLA) leave count as hours worked.

District's legal counsel approved the proposed language.

Recommended Motion:

I move that the Governing Board approve revisions to Policy GCBD, Professional/Support Staff Fringe Benefits, as presented.

Approved for transmittal to the Governing Board:

A handwritten signature in black ink, appearing to read 'D. Streeter'.

Dr. Daniel Streeter, Superintendent

Questions should be directed to: Thomas Bogart, Chief Financial Officer
Phone: (520) 682-4749

**GCBD
PROFESSIONAL / SUPPORT STAFF
FRINGE BENEFITS**

The Governing Board will review professional and support staff fringe benefits each year during the budget process and may modify the benefits to meet the best interest of the District.

Fringe Benefits Eligibility

Employees hired/rehired after July 1, 2020 are benefits eligible, if:

- A. Exempt employees must hold a contract of seventy-five percent (75%) full-time equivalent (FTE) or greater **and work one hundred and twenty (120) hours or more per month.**
- B. Support staff employees must work **one hundred and twenty (120) hours or more per month** ~~thirty (30) or more hours per week.~~

Eligible dependents include:

- A. Legal spouse.
- B. Dependent children under the age of twenty-six (26).

Maintaining Eligibility

Exempt and support staff employees who work one hundred and twenty (120) hours or more for a calendar month will maintain eligibility for medical benefits provided by Marana School District.

Any time that an employee works fewer than one hundred and twenty (120) hours in a month, the employee will lose medical benefits provided by Marana School District, as of the first day of the following month.

Employees are eligible for medical benefits again after working one hundred and twenty (120) hours or more for the calendar month. Benefits are effective the first day of the following month, after thirty (30) calendar days as an active employee, and completion of required paperwork and enrollment.

For the purposes of this policy, recognized holidays, use of paid leave, and use of FMLA leave count as hours worked.

Except during open enrollment periods, changes in insurance status may only take place upon the occurrence of a qualifying event. A qualifying event includes marriage, birth, divorce, a change in dependent status and or loss of coverage. Any change in insurance status must be requested

within thirty (30) days of the qualifying event. To complete a name change an employee must include all applicable legal documentation pertaining to the name change.

Fringe Benefits

The District and employee associations shall discuss annually the amount of single medical insurance coverage to be presented to the Governing Board for approval. Benefits are effective the first day of the following month, after thirty (30) calendar days as an active employee, and completion of required paperwork and online enrollment.

Fringe Benefit Provision

Employees will be allowed to set aside, from their own personal salaries, amounts to be specified by the individuals toward District fringe benefit costs. The amount must be specified at the time the contract or wage agreement is signed, and cannot be changed for the ensuing school year.

Waiver of Single Health Insurance Coverage

If school personnel desire *not to carry any District group health insurance coverage, the employee must decline coverage at the time of open enrollment.*

In situations where an employee waives group health insurance coverage, the District paid group health insurance allowance shall remain with the District if an employee declines coverage. Notwithstanding an employee's election to waive group medical coverage, other forms of insurance (i.e., dental, life, or vision) may, at the option of the employee, be selected.

Grandfathered Benefits

The Governing Board recognizes that certain employees (.5 FTE - .74 FTE), prior to July 1, 2020, were receiving medical benefits or the designated allotment for waiver. Any employee who received such benefits will be grandfathered and may continue to receive medical benefits at the prorated District contribution.

Once a grandfathered employee declines medical benefits through a qualifying event or open enrollment, they are no longer eligible to receive those benefits under the grandfathered provision.

Cobra Insurance

In compliance with the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District will offer continuing health care coverage on a self-pay basis to staff members and their dependents following termination as required by law.

Short-Term Disability

The District will provide and pay for short-term disability insurance that has a forty-five (45) day elimination period and once the elimination period has been satisfied, will extend benefit payment up to twenty-two (22) weeks pending medical certification in accordance with the plan document. The employee may receive sixty-six and two-thirds percent (66 2/3%) of his or her scheduled annual base salary to a maximum of \$2,308 weekly benefit. Notwithstanding the above, coverage in any case is limited to the terms of the insurance policy then in effect as approved by the Governing Board annually for eligible employees.

Life Insurance

The District will provide and pay the premium for a term life insurance policy for each regular employee who is working in the District or is on an approved paid leave of absence.

The amount of the term life insurance policy will be equal to one and three-tenths (1.3) times the individual's annual salary as shown on the District's salary schedule, exclusive of any contract supplements, stipends, extensions, addendums, et cetera.

Each person provided with a life insurance policy will be responsible for any income tax resulting from the life insurance benefits.

Notwithstanding, the above coverage in any case is subject to, and limited to, the terms of the life insurance policy then in effect.

An administrator will be provided life insurance as described in his or her contract.

Employee Assistance Program

Employee assistance is professional counseling to help with personal, family and employee related problems. The District will provide and pay the premium for the use of an Employee Assistance Program as approved annually by the Governing Board. Program benefits will be available to eligible employees and their immediate family members living within the same household, as defined by the program.

State Retirement Plan

Except as expressly permitted by A.R.S. § [38-766.01](#), employees hired for permanent positions are required to participate in the Arizona State Retirement System. Eligible employees include those working more than twenty (20) hours or more per week for more than twenty (20) weeks. Mandatory payroll deductions are required and the District will match that amount as specified annually by the Arizona State Retirement System.

Adopted: ~~March 14, 2024~~ August 14, 2025

LEGAL REF.:
A.R.S.

[15-187](#)

[15-502](#)

CROSS REF.:

[DKB](#) - Salary Deductions

[GCBA](#) - Professional Staff Salary Schedules