



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: 2/17/2016

Meeting Type:  Special  Regular

Item Title: Discussion and Possible Action to approve the addition to CRD (Local) to include the definition of a Variable Hour Employee as per the Affordable Health Care Act (ACA).

Purpose:  Discussion/ Possible Action  Recognition  Report Only

Requested By: Monica Lopez, Human Resource Director

Presenter(s): Dr. Abelardo Saavedra, Superintendent of Schools

Description of item to include your specific request:

The Administration request that the Board of Trustees approve the change in CRD (Local) to include the definition of a Variable Hour Employee as per the Affordable Health Care Act (ACA).

Supporting Documentation Enclosed

Please select the appropriate District Goal(s):

Human Resources: Goal 6: South San Antonio ISD will recruit, develop and retain a highly-effective professional league of academically prepared and student-centered staff.

Choose an item.

Department Initiatives/Other:

Funding source-program and/or Budget Code:

CFO Approval

ROUTE APPROVAL

SIGNATURE

DATE

Principal/Director:

*Monica Lopez*

1/26/16

Executive Director:

Chief Administrator:

*U. Saldivia*

1/26/16

Superintendent:

*Dr. Saavedra*

2/3/2016

INSURANCE AND ANNUITIES MANAGEMENT  
HEALTH AND LIFE INSURANCE

CRD  
(LOCAL)

DISTRICT  
CONTRIBUTION

The Board annually shall determine the District's contribution to employee health insurance premiums as part of the budget development and adoption process.

CONTINUATION  
COVERAGE

The District shall continue its contribution toward the cost of the employee's group health insurance coverage while the employee is on paid leave or, if applicable, while the employee is on family and medical leave. [See DEC]

The District shall not otherwise expend public funds for group health insurance coverage of an employee who is not on paid leave status. However, an employee who is not on paid leave status or FMLA leave shall be allowed to continue group health insurance coverage, at his or her own expense, for the period specified in the District's group health insurance plan.

**AFFORDABLE CARE ACT  
(ACA): VARIABLE HOUR EMPLOYEE**

A variable hour employee shall be defined as an Employee who the District cannot determine is reasonably expected to average at least 30 hours of service per week during his or her "initial measurement period" (as defined by the District, consistent with the final regulations under Code Section 4980H) because the employee's hours of service are variable or otherwise uncertain. Variable hour employees shall include substitute teachers and other employees who at time of employment satisfy the definition of a variable hour employee as defined above.

South San Antonio ISD  
015908

**INSURANCE AND ANNUITIES MANAGEMENT  
HEALTH AND LIFE INSURANCE**

**CRD  
Regulation**

**AFFORDABLE CARE ACT  
(ACA): MEASUREMENT PERIOD**

The District has implemented look-back measurement periods as defined in the Affordable Care Act ("ACA") and subsequent regulations, to measure the hours worked by all employees of the District. Employees classified as variable hour employees shall not be eligible for benefit coverage under the District's medical plan until the completion of an initial measurement period which shall start on the first day of the month following the individual's date of hire or the date of hire if the individual is hired to work as of the first day of the month. The initial and standard measurement period shall be a 12 month period, as designated by the District. If an employee works the requisite number of hours during an initial or a standard measurement period, to be considered a full-time employee as defined by the ACA, the employee shall be deemed to be a full-time employee for the subsequent 12 month stability period.

Measurement period: September 15 – August 31