

Poplar School District

PERSONNEL

5331

Insurance Benefits for Employees

Newly hired employees will be eligible for insurance benefits offered by the District for the particular bargaining unit to which the employee belongs, with the exceptions noted below:

- Employees who work less than thirty (30) hours per week will not be eligible for group health and life insurance and will not be considered to be a member of the defined employee insurance benefit groups.
- Any permanent employee who works thirty (30) hours per week or more is eligible for group health. District contributions for medical insurance premiums shall be established by the contracts with employees who are not members of a bargaining unit. Life insurance benefits shall be in accordance with Board policy.
- An employee who does not work during the summer, but who has been employed during the previous academic year, shall be eligible at the employee's election to continue group health and life insurance coverages during the summer months.

If an eligible employee wishes to discontinue or change health insurance coverage, it is incumbent upon the employee to initiate the action by contacting the personnel office and completing the appropriate forms. A medical examination at the expense of the employee may be required if the employee elects to join the District health insurance program after initially refusing coverage during the initial enrollment period, the employee and their dependents cannot enroll until the next group open enrollment period unless they qualify for a special enrollment period.

Legal Reference:	§ 2-18-702, MCA	Group insurance for public employees and officers
	§ 2-18-703, MCA	Contributions

Policy History:

Adopted on:

Revised on: 11 July 2016

Revised: 29 June 2020