

**Elmore County
Directory**

Central Office	567-1200
Child Nutrition	567-1223
Federal Programs	514-2810
Maintenance	567-1420
Professional Training Center	567-1290
Special Education	567-1224
Technology	567-1283
Transportation	567-1229
Eclectic Elementary School	541-2291
Eclectic Middle School	541-2131
Elmore County High School	541-3661
Holtville Elementary School	569-2925
Holtville Middle School	569-1596
Holtville High School	569-3034
Coosada Elementary School	285-0273
Airport Road Intermediate	285-2115
Millbrook Middle/Jr. High School	285-2100
Stanhope Elmore High School	285-4263
Redland Elementary School	567-1248
Wetumpka Elementary School	567-4323
Wetumpka Middle School	567-1413
Wetumpka High School	567-5158
Elmore County Technical Center	567-1218
Elmore County Alternative Program	567-1298
ITPC	514-1215
Holtville Child Development Program	514-5858
Eclectic Child Development Program	541-4532
Millbrook Child Development Program	285-9450
Wetumpka Child Development Program	567-1287

**ELMORE COUNTY
PUBLIC SCHOOLS**

**100 H. H. ROBISON DRIVE
P. O. Box 817
WETUMPKA, AL 36092
334-567-1200
1-800-833-6003
FAX: 334-567-1405**

**Please contact the Payroll Department for assistance.
Dana James: 334-567-1200
Monday—Friday from 8:00 a.m. until 4:00 p.m.**



**Elmore
County Board
of Education**

Employee Fringe Benefits

Retirement System

1-877-517-0020

www.rsa-al.gov

Participation in the Retirement System is mandatory if an individual is employed in a position that is eligible for coverage and is employed in a non-temporary capacity on a one-half time basis. The member's contribution rate is set by law at five percent of earnable compensation.

Deferred Compensation (RSA-1)

Administered by Retirement Systems of Alabama. RSA-1 brochures are available by ordering: RSA-1, 135 South Union Street, Montgomery, AL 36130-0001. Applications are available through the ECBOE payroll department, or call RSA at 1-877-517-0020 or website www.rsa-al.gov for further information.

Dues

AEA/NEA (certified group)

AEA/NEA ESPO (non-certified group)

Open enrollment all year. Contact Carolyn Abrams, 334-244-8997.

CEA (certified and non-certified group)

Open enrollment all year.

Direct Deposit

Available to all full-time contract employees. Contact the payroll department if you wish to participate in this benefit.

United Way

Pledge cards will be issued in the Fall. Deductions from January through December.

AEA Educator Benefits

Contact person, Freddie Riggins, 1-800-392-5839

Educator Benefits Corporation, 1-866-EBC-2244

Contact person, Rick Wages, 205-601-0419 (cell), fax 205-951-7367. Disability, Term Life & Accidental Death/Dismemberment.

Unum (converting to Educator Benefits Corporation)

Contact Mass Group Marketing for Claims, 1-866-881-2255 or 1-800-527-4572

Insurance Programs

PEEHIP

1-877-517-0020, www.bcbsal.org/peehip

Administered through Blue Cross Blue Shield, 1-800-327-3994 or 334-517-7000. Rates subject to change each year.

VIVA Health Plan (HMO)

1-800-294-7780, www.vivahealth.com

Supplemental Insurance

PEEHIP Administered through Southland National Insurance

1-800-476-0677, www.southlandnational.com

Supplemental insurance available: hospital indemnity, cancer, vision, dental.

New employees may enroll on their date of employment, first day of the month following employment, or October 1.

Open enrollment is July 1 through August 31 to be effective October 1.

Flexible Benefits

Healthcare & Dependent Care Reimbursement Account

Enrollment Dates: July 1—September 30 Must re-enroll every year during open enrollment..

American Fidelity Assurance Company/ Cafeteria Plan

Sr. Accounts Service Coordinator, Mr. John Cole, Education

Services Division, 1-800-365-3714. This company offers

disability, life insurance, cancer, accidental death and dismemberment and sheltered insurance premiums. Effective date of coverage is from April through March. See principal for time and date of scheduled visit at your school.

AFLAC (American Family)

Representative: Monique Hahn, 1-205-777-4814.

This company offers disability, life insurance, cancer, accidental death and dismemberment and sheltered insurance premiums.

This company will service schools October and November. See principal for time and date of scheduled visit at your school.

Sick Leave Bank/Catastrophic Leave

Sick Leave Bank

The purpose is to provide a loan of sick leave days for contributors to the bank after their accumulated sick leave days have been exhausted. Employees who wish to be a member must deposit five (5) sick days to the bank. The only time an employee may join the bank is on the day of employment, or during the month of August and January (open enrollment).

Catastrophic Leave

You must be a member of the Sick Leave Bank to donate or receive days for catastrophic leave. This type of leave must be Board approved.

Applications and guidelines for the Sick Leave Bank and Catastrophic Leave are available from the payroll department.

Sick Leave Policy

Employees of the school district shall be eligible to earn sick leave at the rate of one day for each month of service. Certified and support employees may accumulate unlimited number of sick days. In no case shall sick leave be used until it has been earned.

The law is very clear that sick leave shall only be taken when employee or immediate relative is sick. Sick leave should not be taken for **vacation, personal leave or any other reason.**

Personal Leave Policy

As provided by State law, the Board of Education shall permit each employee to be absent two days each year to attend to personal business affairs. Such leave days shall not be cumulative, but the days will be transferred to the sick leave balance of the employee on July 30.

Employees may take additional personal days at a loss in pay equal to that normally paid to a substitute. Such leave is not cumulative, but the days will be transferred to the sick leave balance of the employee on July 30. Additional days are based on years of service in Elmore County.

5 years — 1 days

10 years — 2 days

15 years — 3 days