

Did You Know?

Payroll/Benefits Office (319) 688-1004



When will benefit deductions start or end?

- Staff who enrolled in flex and vision during open enrollment have deductions start in July and spread over 12 months for coverage July-June (September for hourly school year staff).
- Staff who made changes to health or voluntary life coverage during open enrollment have deductions starting in July. (September for hourly school year staff).
- All staff terminating coverage during the open enrollment period will have a final deduction in June.



When do open enrollment benefit changes take effect?

- Changes made for all staff during open enrollment are effective July 1st.
- Changes, or enrollment, in Voluntary Life Insurance take effect following approval of coverage from Madison National Life. This can take several months, and you will be notified if your application is approved or denied.



When can I return as a timesheet employee if I resigned?

- If you were eligible for benefits during this last school year, and are resigning or taking a leave of absence, you must wait 26 weeks before you can return to a time sheet position.
- The required 26 week break is applicable for any employee who was eligible for district paid health coverage, even if that coverage was waived.



When do my benefits change if I am changing FTE?

- If your FTE/hours per day are increasing or decreasing for the upcoming year starting in August changing your benefit eligibility, any changes will be effective September 1st.
- You are eligible to only change benefit coverage for benefits where your district premium contributions are changing.
- You will receive an email from the Benefits Passport system once the FTE change has been processed allowing changes to the applicable benefits to be made.