



# Employee Benefits

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## Medical

### Highmark Community Blue Flex PPO

FREE single and family coverage for eligible employees.

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## Dental

FREE single and family coverage for eligible employees.

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## Vision

FREE single and family coverage for eligible employees.

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## 125 Flexible Spending Account

Employees can set aside a maximum contribution of \$2,650 for medical and \$5,000 for Dependent Care from their pre-tax earnings.

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## Worker's Compensation

Covers medical costs for work-related injuries.

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## Disability

FREE short- and long-term disability coverage for eligible employees.

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## Family Medical Leave Act (FMLA)

Provides up to 12 weeks of job-protected leave during a rolling 12-month period.

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## Basic Life & AD&D

FREE life insurance (one times annual salary) coverage for eligible employees.

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## 401 (K) Plan

Employer matches up to 5% of employee contribution

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## Paid Time Off (PTO)

24 PTO days per fiscal year which must be used between July 1 and June 30 of the following year.

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## Holiday Pay

Time off and pay for:

- 10 designated holidays
  - Two floating holidays
  - Two half-day holidays for Election Days
  - Week between Christmas and New Year's Day (specific dates to be confirmed each year by the Executive Director)
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## Parental Leave

Six weeks of paid parental leave in a rolling 12-month period.

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## Bereavement Leave

Three days paid bereavement leave (per instance) for the death of an immediate family member (defined in Employee Handbook.)

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## Jury Duty

Paid for jury day for the term of obligation.

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## Additional Benefits

Affinity groups and resource groups for employees.

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