

## Personnel

**SUBJECT: HEALTH INSURANCE BUY-OUT PROVISION FOR VOLUNTARY  
WITHDRAWAL**

Active Administrative and Clerical employees eligible for health insurance under the District's Policy(ies) may voluntarily waive their right to participate in our health insurance program providing they are covered by another health plan. This election must be made by November 1st and will apply to the following calendar year (January - December).

All new employees must inform us of their intent to waive coverage within 30 days of their hire date. Such notification would entitle them to prorated compensation based on their coverage waiver and withdrawal date.

In accordance with the schedule below, the District will compensate eligible employees who: (a) waive their single, two-person, or family coverage; or (b) decline family or two-person coverage for single coverage.

The Buy-Out Compensation Schedule is as follows:

a)	Waiving individual coverage for no coverage	\$1,100
b)	Waiving family or two-person coverage for individual coverage	\$1,100
c)	Waiving family or two-person coverage for no coverage	\$2,200

Employees whose spouse is also a covered employee of this District may elect to waive their coverage providing their spouse is eligible for two-person or family coverage. In this instance administrators and clerical personnel would receive the \$2,200 buyout rate.

Payments for waiving coverage are taxable and will be made in two installments, the first pay in June and the first pay in December.

In the event that an employee's status changes drastically so that this arrangement causes severe hardship on the employee, that employee may apply for reinstatement. Such circumstances are limited to the death of a spouse, or loss of a spouse's employment or insurance coverage. The District shall allow reinstatement to The Plan upon receiving a prorated repayment of the compensation received for the initial waiver and withdrawal. Furthermore, if at any time you are no longer eligible for coverage, you will be responsible to reimburse the District any prorated portion of your waiver compensation.

Adopted: 3/26/19