

Administrative Procedure 109 (New)

Group Benefits Insurance Plan Administrative Committee

Background

The purpose of the GBI Administrative Committee is to review the Group Benefits Insurance Plan for division employees and make recommendations to the Admin/support Compensation Committee. These recommendations may now include cost items because the report is being made to the committee responsible for reviewing compensation. This structure opens the dialogue to a wider range of topics and thus provides a channel of discussion not previously available.

Procedures

1. Membership in the Committee will be:
 - Two representatives of Central Office staff including transportation
 - Two representatives of Maintenance
 - Three representatives of school based secretarial / library / education assistant staff
 - The superintendent (or designate)
 - The board appointed Benefits Consultant
2. Two Trustees, to be appointed annually at the Board Organizational Meeting, will attend meetings to provide board perspective.
3. Staff representatives will serve a two year term.
4. The committee will meet at least twice per year.
5. The committee will review the current benefits plan and make recommendations based on the plan. The Superintendent (or designate) will bring the recommendations of the committee, including premium increases, to the Board Support Staff / Contractor Compensation Committee for consideration.
6. The superintendent (or designate) will act as the chair of the committee and work with the membership to produce meeting agendas and provide logistics, research and data support as needed.

Reference: Board Policy 8	
	Date Approved: February 8, 2022
	Reviewed or Revised: N/A

References shall be updated as required and do not require additional approval.