

BROWARD COUNTY PUBLIC SCHOOLS BENEFITS DEPARTMENT

LAYOFF/NON-REAPPOINTMENT REINSTATEMENT OF INSURANCE COVERAGE

The following scenarios outline the reinstatement of employees' insurance coverage for those who were laid-off/non-reappointed in June 2017 or beyond and are rehired during fiscal year 2017 – 2018. Please note, school year calendars WILL be used to verify the actual start date for each employee. Not all payroll calendar start date scenarios are listed below.

<u>Employee's Calendar</u>	<u>Rehired Month</u>	<u>Insurance Effective</u>
ALL Employees	Terminated and rehired within the same month.	No lapse
<i><u>Rehired on/prior to calendar start date</u></i>		
Teachers (10-month) or employees working less than 10 months *Calendar start date is 8/14/17	Rehired on/prior to fiscal year *start date (benefits reinstated the 1 st of the following month) Example, Start Date 8/14/17	September 1 st
<i><u>Rehired after start date</u></i>		
Teachers (10-month) or employees working less than 10 months *Calendar start date is 8/14/17	After the *start date (benefits reinstated the 1 st of the month following 30-days from the start date) Example, Start date of calendar 8/14/17 Rehired on 8/28/17	October 1 st
District Employees (12-month)	After the *start date (benefits reinstated the 1 st of the month following 30-days from the start date) Rehired 8/14/17	October 1 st
<i><u>Rehired after the 2017 – 2018 fiscal year</u></i>		
All Employees	Rehired after 6/30/2018, will be considered a New Hire.	Update to 90-day wait period

2017-2018 Personnel Work Day Summary

Employees should use this summary to review their first and last day of work as well as their days (paid/unpaid) off. Paid days off are in accordance to the Collective Bargaining Agreements and Meet and Confer Groups. Employees earn sick leave based on Florida State Statute 1012.61. Employees on a vacation earning calendar accrue vacation time in accordance to School Board Policy 4480. Employees can use the Schools and Administrative Offices Calendar to view when schools and/or offices are closed.

Work Calendar Days	Personnel Groups (Collective Bargaining Units/Meet & Confer Groups)	First Day of Work	Days Off (Paid/Unpaid)	Last Day of Work
186	Campus Monitor, Clerical-FOPE, Education Support Professionals (ESP) 6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day <i>*ESP return to work: 8/18/17</i>	8/21/2017	9/4/17, 9/21/17, 10/20/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/8/18, 1/15/18, 2/19/18, 3/23/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/25/18, 5/28/18	6/6/2018
189	Food Service Workers 9 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, Thanksgiving (day after), 1st Day of Winter Break, New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day	8/21/2017	9/4/17, 9/21/17, 10/20/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/8/18, 1/15/18, 2/19/18, 3/23/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/25/18, 5/28/18	6/6/2018
192	Bus Operator, Bus Attendant 8 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day Planning Days: 8/16/17, 8/17/17, 8/18/17 & 3/23/18	8/16/2017	9/4/17, 9/21/17, 10/20/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/8/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/25/18, 5/28/18	6/6/2018
196	Instructional, Security Specialist, Clerical-FOPE, Education Support Professionals (ESP) 6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day <i>See Calendar for 196 Day Personnel</i>	8/14/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/7/2018
204	School Food Service Cafeteria Manager 9 Paid Days: Labor Day, Veterans Day Thanksgiving Day, Thanksgiving (day after), 1st Day of Winter Break, New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day	8/7/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/7/2018
206A	Guidance Counselor, Clerical-FOPE, ESE Specialist 6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day	8/7/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/14/2018

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Work Calendar Days	Personnel Groups (Collective Bargaining Units/Meet & Confer Groups)	First Day of Work	Days Off (Paid/Unpaid)	Last Day of Work
206B	Guidance Counselor, Clerical-FOPE <i>6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day</i>	7/31/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/7/2018
208A-D	Maintenance / Facilities Servicepersons (4 day/10 hr) 13 Paid Days: Refer to Calendar for 208A-D Day Personnel	Refer to Calendar for 208A-D Day Personnel	Refer to Calendar for 208A-D Day Personnel	Refer to Calendar for 208A-D Day Personnel
216A	Assistant Principal, School Psychologist, Guidance Director, Clerical-FOPE, Community Liaison, Career Advisor <i>6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day</i>	7/24/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/14/2018
216B	School Psychologist <i>6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day</i>	7/31/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/21/2018
216D	School Psychologist <i>6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Day, Presidents' Day, Memorial Day</i>	7/17/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/7/2018
220	Clerical Confidential (COPA) <i>10 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, Thanksgiving (day after), Christmas Day, New Year's (Day before), New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day</i>	7/24/2017	9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/14/2018
240	Broward Virtual School 9 Paid Days	7/3/2017	This calendar is driven by flexible teaching and learning time; therefore, exact work days are not designated. Employees' work schedules must be submitted in writing and approved by the principal.	6/29/2018

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Work Calendar Days	Personnel Groups (Collective Bargaining Units/Meet & Confer Groups)	First Day of Work	Days Off (Paid/Unpaid)	Last Day of Work
241	Technical Colleges Personnel: Instructional , Security Specialist, Food Service, Assistant Principal <i>6 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, New Year's Days, Presidents' Day, Memorial Day</i>	7/3/2017	7/4/17, 9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/28/17, 12/29/17, 1/1/18, 1/2/18, 1/3/18, 1/4/18, 1/5/18, 1/15/18, 2/19/18, 3/26/18, 3/27/18, 3/28/18, 3/29/18, 3/30/18, 5/28/18	6/29/2018
244	ESMAB, TSP, Principal, PBA <i>Paid Days: None</i>	7/3/2017	7/4/17, 9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 1/1/18, 1/2/18, 1/15/18, 2/19/18, 3/30/18, 5/28/18	6/29/2018
247	Clerical-FOPE <i>3 Paid Days: Thanksgiving Day, Christmas Day, New Year's Day</i>	7/3/2017	7/4/17, 9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 1/1/18, 1/2/18, 1/15/18, 2/19/18, 3/30/18, 5/28/18	6/29/2018
251	Clerical-Confidential (COPA) <i>7 Paid Days: Labor Day, Veterans Day, Thanksgiving Day, Thanksgiving (day after), Christmas Day, New Year's Day, Martin Luther King Day</i>	7/3/2017	7/4/17, 9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 1/1/18, 1/2/18, 1/15/18, 2/19/18, 3/30/18, 5/28/18	6/29/2018
261	Maintenance / Facilities Servicepersons <i>17 Paid Days</i>	7/3/2017	7/4/17, 9/4/17, 9/21/17, 11/10/17, 11/22/17, 11/23/17, 11/24/17, 12/25/17, 12/26/17, 12/27/17, 12/30/17, 1/1/18, 1/2/18, 1/15/18, 2/19/18, 3/30/18, 5/28/18	6/29/2018