

# *Frequently Asked Questions*

## For Non-Renewed/Certified Staff (RIF Teachers)

### **ACA      What will happen to my ACA hours?**

If you are recalled by the District your ACA hours will be reinstated to you upon your reemployment.

### **AKPPP      Will I get my AKPPP payout?**

This will be provided for the current teachers who have completed the program in good standing. This payment will be made on May 7, 2009.

### **APPLY      Do I have to apply for a job for the 09/10 school year?**

No, you will be placed on a recall list based on the RIF guidelines. If you wish to be considered for positions other than certified, you may apply on-line accordingly.

### **ASRS      What happens to my Arizona State Retirement System (ASRS) pension?**

Please contact ASRS directly for information on your retirement account by calling (602) 240-2000 or you may also find information on their website at [www.asrs.az.gov](http://www.asrs.az.gov).

### **BENEFITS      How will my insurance benefits change?**

Health insurance benefits will end June 30, 2009, and you will be offered COBRA for applicable plans to continue any medical, dental and vision plans you carry. If COBRA is elected, then coverage under COBRA will be effective July 1, 2009. If any employee is recalled to a position prior to the first contracted day then benefits elected during open enrollment will be reinstated. If the employee is recalled after the first contract day, then they will have a new opportunity to elect benefits and the waiting period applies. All employees whose positions are affected by the RIF must still do the benefits open enrollment this spring.

### **Can I continue my health insurance once my contract is non-renewed?**

Yes. If you had elected a medical, dental or vision plan this current school year, you will be given the option to elect COBRA coverage to continue your plans for up to 18 months.

### **When does my active employee insurance end?**

If you work through the end of your regular contract and have paid all of the applicable plan premiums, then your current insurance benefits will end June 30<sup>th</sup>, 2009.

### **When will I receive the COBRA election form?**

You will receive the COBRA election form by the end of June from our COBRA administrator. If you are planning to elect COBRA for coverage to begin July 1<sup>st</sup>, you may wish to send in the election form and your first month payment as soon as possible after receiving it. The COBRA carrier cannot reinstate your coverage with the insurance providers until they receive your payment. Once they have received your election form and the payment and it is within their timeframes for electing coverage, your coverage will be reinstated July 1<sup>st</sup>, under the COBRA plan.

## **BENEFITS (continued)**

### **What is the COBRA coverage?**

The COBRA coverage is the same medical, dental or vision plan you had when you left employment with Kyrene.

### **Should I participate in open enrollment this spring?**

Yes. All employees who are currently active at the time of open enrollment should participate in the open enrollment process to set up benefit plans in the event you are employed with Kyrene at the beginning of contract for the 2009/2010 school year. If you do not have a contract to begin work for 2009/2010, you will be offered COBRA based on the plans you have in place this year and any plans you elected during open enrollment.

### **What happens with my benefits if I am hired for a new position with Kyrene for next school year?**

If you obtain a position with the District and you start that position on its' first scheduled contract date (1 week prior to students arriving) in most cases, then your benefits will be reinstated to the plans that you elected for 2009/2010 during the spring open enrollment. If you are hired after the start of contract, then you would be given a new hire date, the benefits 30 day waiting period would apply, and you would elect benefits as a new hire for that position.

### **How many hours will I need to work for benefits in 2009/2010?**

Hours for benefits eligibility has changed to 30 hours per week beginning July 1, 2009. Employees that are hired after July 1, 2009 into new positions will not be eligible for health insurance benefits if they work less than 30 hours per week. However, if you are hired into a position that is under 30 hours per week prior to the start of the regular contract for the position for 2009/2010 then you may be eligible to be in a grandfather group for benefits depending on your return date and if you were part-time in 2008/2009. Please contact the benefits department if you have been hired for a new position, so that we can review your dates of employment and number of contracted hours so that we can determine when / if you will be benefits eligible in your new position.

### **Who can I contact if I have any additional Kyrene benefits related questions?**

Diane Waller – Benefits Technician, (480) 783-4105

Yvonne Long – Benefits Specialist, (480) 783-4010

Deb Spurgin – Benefits Supervisor, (480) 783-4017

## **CAREER LADDER      **Should I participate in Jump Start in Career Ladder?****

There is some risk, but I am anticipating that there will be a Career Ladder Program next year and the only way to be a part is to complete the Jump Start requirements.

## **HR CONTACT      **Who can I contact if I have any additional questions related to employment?****

Your Regional Employment Specialists are:

Jena Brandon – District Office, Altadena, and Akimel A-al regions (480) 783-4171

Jolene Perez – Centennial and Pueblo regions, (480) 783-4016

Tracy Preslaski – KMS and Aprende regions, (480) 783-4014

**INTERVIEW      Do I have to interview for a job?**

No. You will be assigned to open positions

**PLACEMENT      What is the process for how I will be offered placement?**

You will be listed according to Governing Board hire date and placed according to certification and highly qualified status as openings occur. You will remain on this list for up to three (3) years.

**Will I be considered for any job for which I hold a certificate, even if that was not the position I held this year?**

Yes. We will be asking all teachers on the RIF list to complete a survey, which will ask teachers to list all certifications, endorsements and areas in which they are highly qualified to teach to help HR with rehiring.

**When will I know if I have a job?**

HR will contact you by phone. If you can not be reached by phone, then a certified letter will be sent when there is an opening.

**Do I have to take the first job offered to me or can I be put lower on the list and wait for a position closer to my grade level or nearer my home?**

If you refuse a position there are no guarantees another position may become available.

**Will the district look to rehire non-continuing employees after the RIF teachers are placed?**

Unlike RIF teachers who have recall rights, non-continuing teachers will be strongly considered.

**PROFESSIONAL      How will my professional growth hours be affected?**

**GROWTH**

Your hours will remain logged; however, the ten year rule still applies.

**Can I take summer classes and attend summer professional development?**

Yes, through June 30, 2009

**RECALL      How will I know if I am “next on the list” to be recalled?**

You will be contacted by HR. You are also welcome to contact HR at any time with questions about the process or your position on the list.

**Will I be issued a number (like a place in line)?**

Because there are multiple variables at play (certification, endorsements, highly qualified, employee preferences, etc), it will not be quite as simple as that. However, HR will be able to communicate to you your relative ranking.

**When money becomes available, will rehiring RIF teachers be the first priority?**

Yes.

**Will the list of recall teachers be published?**

No. Personnel information of this nature will be treated confidentially and your place on the recall list will not be posted for public information.

**Will I get my year of experience?**

If you complete the 08/09 school year, working through your last contracted day and you are recalled into a “contracted” position for the 09/10 school year and do not miss any contracted work days in your new position, you will retain your current District hire date and will be considered a T-3 teacher, year 2. If you are not recalled by the start of work calendar in your new position, you will receive a new hire date and be considered a T-3 teacher, year 1.

**Can I take a job in another district?**

Yes. Our interpretation of the statute is that you will be contacted as openings arise for three (3) years.

**If I take a job in another district and am called back to Kyrene (this summer, for the following year, or even the year after that), will Kyrene give me the time to be released from my other contract so I can return?**

HR will work with the other District’s HR department to get an indication if you can be released for a limited, but reasonable time.

**SUBSTITUTE Can I substitute next year for the district?**

Yes, and you will remain on the recall list.

**Unemployment What about unemployment insurance?**

Depending on your unique situation, you may be eligible for unemployment. Eligibility for this federal program is not determined by Kyrene. For all unemployment questions view the Arizona Department of Economic Security website at <https://egov.azdes.gov/cmsinternet/default.aspx>