

Human Resources

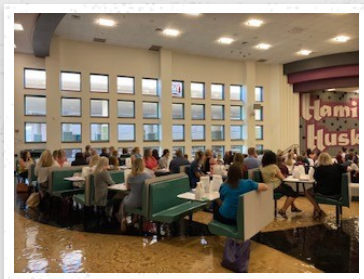
CHANDLER UNIFIED SCHOOL DISTRICT

JULY 2021

WELCOME BACK!!

On July 7th, Human Resources hosted our New Teacher Breakfast. It was great to meet so many amazing people! Chandler Unified School District welcomed 175 new certified teachers!!!

To our returning employees, we hope you each had a fun and restful summer! Looking forward to a wonderful 2021-2022 school year!



BLACKOUT DAYS

General Leave may not be used during the first 10 student days or the last student days, nor can it be used the day before or after a holiday or intersession for the purpose of extending the holiday.

For the 21/22 school year, please note the first 10 student days are: July 21st - August 3rd.

(Limited exceptions may be approved. Please see the General Leave Exception Approval Form below.)

GENERAL LEAVE EXCEPTION FORM

PAY FOR PERFORMANCE

Eligible Certified employees will receive 100% of their Pay for Performance on July 15, 2021.

JULY 15TH PAYROLL

Paychecks are now posted in Employee Online iVisions. Employees may have up to three (3) paychecks. Please make sure to click on the drop down in the paycheck screen to view the different pays that you may have.

[FIND PAY DATES HERE](#)

FACE COVERINGS

Face coverings will be optional for the 2021-22 school year. Please continue to practice safe hygiene habits established as part of our mitigation strategies this year.

PATERNITY LEAVE

An employee for the purpose of paternity will be allowed six (6) weeks of paid paternity leave, if the employee has sick leave available. The leave will be deducted from the employee's sick leave bank. If the employee wishes to take FMLA, the 6 weeks of paternity leave will count toward the twelve (12) weeks allowed. As a reminder spouses working for the District may be limited to a total of twelve (12) weeks of leave during each applicable twelve (12) month period for leave for the birth of a child or the placement of a child for adoption or foster care and the care for an employee's parent with a serious health condition.

HEALTH INSURANCE BENEFITS DEDUCTIONS

[Continuing Employees](#)

Deductions for health insurance benefits will begin August 12, 2021 for continuing employees. Employees who selected a High Deductible Plan with a Health Savings Account (HSA) will receive the first of two contributions into their account on August 26, 2021.

- HDHP Low = \$307.00
- HDHP High = \$530.50

Employees can log on to employee online iVision to view their benefit selection for the 2021-22 plan year. Once logged into employee online iVisions (www.cusd80.com/iVisions) you go to Benefits, Current Benefit Enrollment Detail Report.

New Employees

Deductions for new employees are based upon their eligibility date. Benefits for employees whose hire dates range from July 7, 2021 to August 2, 2021 will become effective October 1, 2021 and deductions will begin October 21, 2021. Insurance cards will be mailed prior to the effective date by the insurance carriers. New employees have 31 calendar days from their hire date to enroll. If not enrolled during this timeline, employees will have to wait until the new plan year with an effective date of July 1, 2022.


TRANSPORTATION REFERRAL PROGRAM

CUSD is hiring Bus Drivers!

With our referral program, you have an opportunity to receive \$500 if your refer a candidate, and the candidate can receive \$1000. Take a look at the flyer below for all the details!



Transportation Referral Program.pdf

 [Download](#)
262.9 KB

EMPLOYMENT VERIFICATION REQUESTS

HOW DO I OBTAIN EMPLOYMENT AND INCOME VERIFICATION?

Employees must initiate any request for employment and income verification for Mortgage Loans, Auto Loans, Housing Rental, and Public Assistance through DES using the Employee Online Self Serve Portal. Please click on the button below for instructions.

**EMPLOYMENT AND INCOME VERIFICATION
INSTRUCTIONS**

HOW DO I OBTAIN EMPLOYMENT CERTIFICATION FOR MY LOAN FORGIVENESS APPLICATION?

Employees needing employment certification for PSLF documents, may email their forms to Jane Craig at craig.jane@cusd80.com. Once the form is completed, it will be returned to you via email.

HOW DO I OBTAIN VERIFICATION OF MY TEACHING EXPERIENCE FOR CERTIFICATE RENEWAL WITH ADE?

Employees needing verification of teaching experience/years of service for certificate renewal for the Department of Education, may submit their forms to Kathleen Jett via email at jett.kathleen@cusd80.com. Completed forms will be submitted electronically to ADE.

WHO TO CONTACT IN HUMAN RESOURCES


Each school/department has an assigned HR Associate and Payroll Technician to help answer your questions. For example, your HR Associate/Payroll Tech can answer questions regarding:

- Compensation
- Contracts
- Health Insurance Eligibility
- Leave of Absence Requests
- Work Calendars
- W-4 Questions

Please access the document below for a list of assignment by site.




HR-PY Site Assignments.pdf

 Download
110.1 KB

CALENDAR



July 2021.pdf

 Download
177.6 KB



August 2021.pdf

Download
170.4 KB

TITLE IX - NOTICE OF NONDISCRIMINATION



CHANDLER UNIFIED SCHOOL DISTRICT - HUMAN RESOURCES

@ChandlerUnified

Dr. Wendy Nance, Asst. Superintendent for Human Resources

Dr. Jeff Filloon, Director of Human Resources

Abby Druck, Director of Human Resources

Verines Cummings, Asst. Director of HR & Payroll

Kathleen Jett, Asst. Director of Recruitment & Onboarding

Dee Ostrowicki, Employee Benefits Manager

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cusd80.com/domain/7960

Chandler Unified School District - A Place At Our Table



