

# ***ADDITIONAL IMPORTANT INFORMATION***

## **EMPLOYEE BENEFITS**

Note: Samples below are as if you were employed the entire school year and you selected August as your final pay month, if this does not represent your situation, you may wish to contact the Benefits office personally for details.

**Medical Insurance** - The final premium for your medical insurance will be deducted in July, which will provide health coverage through the end of August. Continuation of coverage is not automatic; please refer to the Insurance Options section of the Retiree Information Packet.

**Voluntary Products** - The final premium(s) for certain selected Voluntary Products will be deducted in July, providing coverage through the month of August. Continuation of coverage for your dental, vision, and cancer policies is not automatic; however, the district's third party administrator (FFGA) will offer you the opportunity to continue your benefits through COBRA coverage.

**Long Term Disability** - Your coverage will end the month in which you request your final pay. Note: A covered loss that began before the date of termination will not be affected. Please refer to your policy.

**Group Life and Permanent Life** - Your coverage will end the month in which you request your final pay. If requested within 31 days following your date of resignation, you will have the option to change your insurance to an individual whole-life policy under the conversion plan -or- continue coverage through a term-life policy under the portability provision. For more information about either type of life insurance you may contact Texas Life (800-283-9233) or Sunlife (800-786-5433) directly.

## **VOLUNTARY DEDUCTIONS**

**Credit Union Payments/Deductions** - Your final Credit Union deduction will be the month in which you request your final pay.

**Union Dues** - Depending on your specific union requirements, dues may be deducted through the month of August.

**Tax Sheltered Annuity** - Your TSA will be deducted through the month in which you request your final pay. Contact your agent to select an option for receiving annuity payments. In some cases a delay in selecting an option limits your choices.

**Flexible Spending Account** - The final deduction for your Flexible Spending Account will be the month in which you select your final pay. If you authorized a reduction of income to cover unreimbursed medical health-related expenses, the remaining monthly amounts due through August will be withheld from your final paycheck.

**United Way** - The final deduction for United Way will end in the month in which you select the final pay.

## **IMPORTANT REMINDER - FEDERAL WITHHOLDING TAX**

Since your final pay may be a larger amount than normal, our payroll system may automatically bump you into a higher tax bracket. Please contact payroll to discuss adjusting your withholding.