

**Human Resources
Benefits at a Glance**

Benefit	Eligibility	Benefit Details	Who Pays
Group Benefits Program (GBP)	All TEA employees (a 60-day waiting period exists for new state employees).	Health insurance from Blue Cross Blue Shield or an HMO, where available. Employees selecting health insurance also receive \$5,000 of basic term life and \$5,000 of accidental death and dismemberment (AD&D) insurance at no additional cost. You are also eligible to purchase (at your expense) the following optional insurance: additional term life and AD&D insurance, plus long and short term disability, dependent term life and dental insurance.	The State pays 100% of full-time employees' premium and 50% of their dependents' premium for health insurance. Employees pay 50% of their dependents' premium for health insurance and all costs for additional optional coverages selected. For part-time employees (any one whose work schedule is less than 40 hours per week), the State pays 50% of your premium and 25% of your dependents' premium for health insurance.
Dental Insurance	All TEA employees who participate in GBP.	Employees may choose from two plans: Dental HMO or Dental Choice. The Dental HMO plan provides discounted treatment fees through a network of participating dentists. The Dental Choice Plan does not restrict your choice of dentists; however, you will receive a higher level of benefits if you see a dentist that participates in the network.	Employee
TexFlex Flexible Spending	All TEA employees.	TexFlex lets you pay for eligible health and dependent day care expenses tax-free by providing a healthcare reimbursement account (HCRA) and a dependent day care reimbursement account (DCRA). The HCRA allows you to pay yourself back for eligible health care expenses (like eyeglasses and certain unreimbursed medical and dental expenses) for you and your eligible dependents. The DCRA allows you to pay yourself back for eligible dependent day care expenses like your child's day or after-school care. GBP premiums are automatically deducted pre-tax to save you money.	Employees elect the amount of salary redirected to reimbursement accounts. TexFlex lets you pay for eligible health and dependent day care expenses tax-free.

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Retirement	All TEA employees are, by law, members of the Employee Retirement System of Texas (ERS)	<p>The State's defined benefit plan provides a monthly annuity for your lifetime based on a formula authorized by the State Legislature. The amount of the annuity you receive at retirement is based on your average salary and years of service. Employees are vested at five years. You must have a minimum of 10 years of service credit at retirement and be age 65 or older or meet the Rule of 80 to be eligible for the State's insurance program. You may receive one month of service credit for each 160 hours or fraction of 160 hours of unused sick or vacation leave.</p> <p>If you have service credit in both ERS and the Teacher Retirement System of Texas (TRS) you may combine ERS and TRS service credit at retirement. The Proportionate Retirement Program allows you to combine your ERS service with other statewide retirement system service to meet length of service vesting requirements.</p> <p>The rule of 80 still applies to employees who were hired on or after September 1, 2009; however, your annuity is reduced by 5% for each year you retire before age 60.</p>	Employees have 9.5% of their gross monthly salary deducted and placed in ERS. Your contribution is made on a pre-tax basis. TEA matches your contribution.
Vacation Leave	All TEA employees.	Then number of vacation leave hours earned per month is based on total years of State employment (minimum: eight hours per month; maximum: 21 hours). Less than full-time employees' earn proportionally. Vacation leave may be used after six months continuous State service with your supervisor's approval.	Employee
Deferred Compensation Program	All TEA employees.	Three plans are available to TEA employees: 401(k) and 457 plans under ERS' Texa\$aver Program and TEA's 403(b) plan. Various investment products are available within the plans. Your contributions are made on a pre-tax basis which reduces your current taxable income.	Employee
Holidays	All TEA employees.	The Legislature designate state holidays for each year of the biennium. The State observes many holidays each fiscal year.	TEA
Sick Leave	All TEA Employees.	Eight hours of accrued sick leave per month with unlimited accrual. Less than full-time employees earn proportionately.	TEA
Alternative Work Schedules	TEA employees in suitable positions at the discretion of your division manager.	Adjusted hours or compressed work days (employees are still required to work a total of 40 hours per week).	TEA

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Tuition Reimbursement Program	Regular, full-time employees who have been employed by TEA for at least 12 continuous months and have earned an overall rating of "Commendable" or "Distinguished" in their latest performance evaluation.	Subject to the availability for funds, reimbursement may be provided to eligible employees for tuition, required textbooks and specific fees up to \$500 for one job-related or prospective job-related post-secondary course per semester, quarter or intersession.	TEA
Employees Assistance Program	All TEA employees and their immediate family members.	Short-term, professional counseling for a variety of personal problems such as marriage and family matters, stress and substance abuse.	TEA
Texas Legal	All TEA Employees and their immediate family members.	Group legal services plan providing an array of legal services from participating attorneys, plus discounted fees for non-participating attorneys.	Employee
Longevity Pay	All TEA full-time employees with two or more years of State service.	Eligible employees will receive longevity pay of \$20.00 per month for each two year increment of service, with a maximum of \$420.00 per month.	TEA
Workers' Compensation	TEA employees who sustain a work-related injury or illness.	<p>Employees sustaining a work-related injury or illness may be eligible for one or more of the following benefits:</p> <ul style="list-style-type: none"> *Medical benefits *Income benefits *Death benefits *Burial benefits 	TEA
Direct Deposit	All TEA employees.	Direct deposit of your monthly pay warrant (check) to your designated financial institution.	TEA