

THE UNIFIER

A CCASAPE PUBLICATION FOR MEMBERS

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CLARK COUNTY ASSOCIATION OF SCHOOL ADMINISTRATORS AND PROFESSIONAL-TECHNICAL EMPLOYEES

4055 SO. SPENCER ST., SUITE 230

PHONE: 796-9602

STEPHEN AUGSPURGER, EXECUTIVE DIRECTOR

JANUARY 2009 EAST REGION PRINCIPAL SURVEY FOLLOW-UP

The follow-up East Region Principal Survey was electronically distributed to principals on December 18, 2008, with a requested return date of January 9, 2009. Principal response to the survey increased significantly with 38 of 39 principals responding, compared to 24 of 40 principals responding to the June 2008 survey.

Survey results are posted on the CCASAPE web site and can be viewed at www.ccasa.net under the survey link. Meetings have been held with Robert Alfaro, East Region Superintendent, and Rebecca Kaatz and Eva White, East Region Assistant Superintendents, to review the survey results.

Results of the January 2009 follow-up survey generally show improvement over the results of the June 2008 survey. However, while improvement is shown, it is evident that all previous concerns have not been adequately addressed by Mr. Alfaro. The results clearly illustrate differences of opinion depending on the principal's supervisor, as well as, whether the principal is elementary or secondary. While results generally illustrate improvement, overall the satisfaction rating by principals as determined by Agree and Strongly Agree responses remains a concern to CCASAPE. The survey questions can be categorized into two areas; (1) questions dealing with communication; and (2) questions dealing with relationships. An examination of the survey indicates that survey questions that deal with communication issues score higher when compared to questions that deal with relationships with region leadership.

CCASAPE believes that school leadership is the most critical component related to school effectiveness. Similarly, leadership at the region level is also critical to schools achieving desirable outcomes. In the midst of the arduous and difficult times that all principals are now working in, region leadership becomes an even more essential ingredient in determining the achievement of desirable outcomes and the preservation and protection of the human assets and capital so important to schools. CCASAPE believes that not only is the achievement of identified learning goals important, but just as important is the

mechanism and process by which those goals are accomplished...the means are just as important as the end result.

CCASAPE remains concerned that East Region principal concerns have not yet been satisfactorily resolved by region leadership. CCASAPE's original intent was to conduct an additional survey this coming June. This third survey will be postponed until after the Superintendent's region reorganization is finalized.

ARTICLE 5 – MILEAGE

Administrators not assigned a district car or provided transportation in a district vehicle and who, at the time of their appointment/reassignment, live forty or more miles one way from their assigned work location shall receive an annual stipend of \$2,000. The District shall pay eligible administrators in one check on or before June 25. Assignments of less than a full contract year shall be prorated.

Administrators should notify their region or division supervisor in writing if they believe they are eligible to receive the mileage stipend. The region or division supervisor will in turn notify Hilary Engel in Administrative Personnel regarding the request for payment of the mileage stipend.

USE OF PERSONAL LEAVE

Administrators, especially newly appointed administrators, are reminded that Article 17-2 in the Negotiated Agreement between CCASAPE and the District stipulates that all administrators shall be granted five personal leave days each contract year. Personal leave is never prorated and must be utilized during the contract year in which it is allocated. The contract year ends for secondary deans on June 11 and ends for all other administrators on June 30.

Elementary assistant principals working in year round schools end their contract year on June 30 and work a supplemental contract during July. **Personal leave may not be used when an administrator is on a supplemental contract, and personal leave days not used by the end of the contract year will be deleted.** CCASAPE encourages administrators to utilize allocated personal leave prior to using vacation.

LEGISLATIVE UPDATE

With the writing of this *Unifier*, the 75th session of the Nevada Legislature is a few weeks from being over. The session opened on Monday, February 2, 2009 and is expected to conclude on June 1, 2009. To date, 1,310 bill draft requests have been submitted. CCASAPE has identified 285 bill drafts that are of interest. A total of 227 bills have been analyzed, and 146 bills are being followed.

CCASAPE continues to spend a considerable amount of time tracking and monitoring bills and providing testimony for bills which are of interest to administrators. During the final days of the session, the tracking, monitoring and bill passage all occur very quickly and without regard for established rules. A primary goal for CCASAPE throughout the session is to prevent or at least amend bills which we believe will negatively impact education in general and administrators and professional-technical employees in particular. Thus far during the session, CCASAPE and the CCASAPE/NASA lobbying team have had a great deal of success in influencing the outcome of a number of bills which would have negatively impacted the CCASAPE membership. CCASAPE/NASA lobbyists, Mark Coleman and Lonnie Shields, have worked diligently throughout the session to establish effective working relationships with legislators to ensure access and an exchange of information. During the final weeks of the session, CCASAPE staff, Mark and Lonnie will continue to closely monitor and attempt to influence the outcome of legislation which will impact education and administrators.

All of the bills that CCASAPE is tracking are posted on the CCASAPE web site (www.ccasa.net). In addition to the index of bills and a brief summary, the entire CCASAPE analysis of each bill that is being tracked is also posted on the web site. The CCASAPE bill analysis is updated continuously throughout the session and forwarded to CCASAPE lobbyists in Carson City. The bill analysis is also forwarded to the CCASAPE Legislative Committee, the trustees of the School Administrators' Welfare Trust, and to CCASAPE and Welfare Trust legal representatives. The web site information is updated each Friday. Interested administrators are encouraged to visit the web site to review bills of interest.

MAIL ORDER PRESCRIPTION DRUG PROGRAM

Beginning July 1, 2009, Medco By Mail will become the mail order pharmacy for our prescription drug program. Persons who have utilized Express Scripts during the 6 months prior to the conversion will receive information from Health Plan of Nevada or Sierra Health and Life Insurance Company outlining what must be done for the conversion from the current provider, Express Scripts, to the new provider, Medco By Mail. More information will be provided as it becomes available.

VACATION DAY BUYOUT

Article 18 of the Negotiated Agreement between CCASAPE and the District allows for the annual payment for up to five vacation days in excess of 85 as of June 30. The following procedure is being provided for your information.

Administrators will be compensated at the administrator's daily rate of pay for up to five (5) vacation days in excess of 85 as of June 30. Payment will be made in the July 25 check, and it is not subject to PERS payment. Administrators not desiring to be compensated for these days may stop the payment by notifying Hilary Engel in Administrative Personnel on or before June 12, 2009. Notification should be made via e-mail and will result in an acknowledgement of receipt from Administrative Personnel.

Vacation days in excess of 85 as of June 30 for which compensation is not provided must be used on or before August 31, 2009, or these days will be deducted from the total vacation days on September 1, 2009. The vacation days earned in July and August are not deducted on September 1, 2009.

ADMINISTRATIVE COMPENSATORY TIME FOR ELEMENTARY ASSISTANT PRINCIPALS ASSIGNED TO TWO SCHOOLS

Elementary assistant principals assigned to two schools are reminded that Article 15-6-8 in the Agreement between CCASAPE and the District stipulates that 16 hours of compensatory time will be credited in June. Assignments of less than one year will be prorated.

REMINDER REGARDING WELFARE TRUST HEALTH BENEFIT PLANS

Please be reminded that the School Administrators' and Professional-technical Employees' Welfare Trust is the policy holder for each of the benefits in your comprehensive health benefits plan. Recently all plan participants (actives and retirees) received written communication from the Welfare Trust announcing the selection of Southwest Administrators as the third party administrator for the Trust. The letter outlined the specific responsibilities, including enrollment changes, that Southwest Administrators will perform for plan participants. The CCSD Benefits Office should no longer be contacted for assistance with enrollment changes for any of the Welfare Trust benefit plans. These calls should be directed to Southwest Administrators at (702) 252-7001. The Welfare Trust reminds all plan participants that specific questions regarding coverage, benefit levels, premiums, problem resolution, or concerns with any of the contracted health benefit providers should be directed to the CCASAPE and Welfare Trust staff at 796-9602.

*You've got to give loyalty down
if you want loyalty up.*

Donald T. Regan

APRIL REPRESENTATIVE COUNCIL MEETING

On April 14, 2009, the CCASAPE Representative Council held its regular monthly meeting. The major items discussed and/or actions taken during the Representative Council meeting included the following:

1. The revenue, expenditures, and balances within the CCASAPE Association and Trust Fund Accounts;
2. Old Business:
 - A. Article 26 (Reduction in Force) Contract Changes – Contract language related to reduction in force procedures was reviewed and discussed. The Representative Council approved modifications to contract language;
 - B. Memorandum of Understanding – Article 26 – Stephen reviewed the content of the MOU related to Article 26 that provides additional clarification to how a reduction in force would be implemented;
 - C. 2009 Nevada Legislative Session – Stephen provided an overview of selected bills that CCASAPE is currently following and an update of the CCASAPE legislative effort during this session;
 - D. CCASAPE Public Relations Campaign – A status report on CCASAPE's participation in the Educate Nevada Campaign was provided. Nine thirty-second television spots have been developed and are awaiting approval for production from Channel 3;
 - E. CCASAPE Elections and Nominations – The status of the forthcoming CCASAPE election was discussed. Ballots will be mailed to the membership on June 5, 2009, and must be returned to the CCASAPE office with a postmark of not later than June 23, 2009;
 - F. CCASAPE General Membership Meeting – Stephen reviewed the final arrangements that have been made for the June 3, 2009, general membership meeting at the Gold Coast Hotel;
 - G. Association and Welfare Trust Office Renovation – Stephen reviewed the status of the Association and Welfare Trust office renovation. It is anticipated that all work will be completed by April 18, 2009.
 - H. CCASAPE Scholarship – Nine scholarship applications were submitted by the April 1, 2009, deadline and have been forwarded to the CCASAPE Scholarship Committee. Two scholarships will be awarded. Recipients will be recognized at the May 21, 2009, school board meeting;
3. New Business:
 - A. Retreat Expenditures – Expenditures for the February all-day business meeting were reviewed;
 - B. Health Reimbursement Account (HRA) – Article 13-9 – The current HRA benefit was first negotiated in 2005. This program will sunset June 30, 2009, and will not be renewed due to the current budget situation;
- C. Welfare Trust Cost Sharing Agreement – Stephen reviewed modifications to the Welfare Trust Cost Sharing Agreement which were approved by the Trustees of the Welfare Trust at the March 24, 2009, trustee meeting;
- D. Administrators' Advisory Council Meeting – April 21, 2009 – The April 21, 2009, meeting was cancelled at the request of the Superintendent's Office;
4. Committee Reports:
 - A. CCAESP – Shawn Paquette, President, reported on the status of the CCAESP scholarship and that networking luncheons will be held in May;
 - B. CCASSP – Jeff Geihs, President, outlined the procedure and timeline for CCASSP elections;
 - C. Legal Committee – Cathy Conger, CCASAPE President-elect, reported there was no legal activity to report;
 - D. Legislative Report – Mark Coleman provided a report regarding CCASAPE lobbying activities in Carson City;
 - E. Welfare Trust – Stephen reported on the implementation status of Southwest Administrators as the Trust's third party administrator. Additionally, changes impacting COBRA and the mandatory reporting of social security numbers for plan participants were outlined. Also, Ron Montoya and Cathy Conger attended the March 24 trustee meeting and will continue to attend all future meetings;
5. Executive Director's Report – Stephen provided a review of the accountant's report, membership report and the various CCASAPE activities and the types of assistance provided to CCASAPE members.

2009-2011 NEGOTIATIONS BETWEEN CCASAPE AND THE DISTRICT

In preparation for negotiations with the District, the CCASAPE staff has completed an analysis of the current contract to identify required language changes and tentative topics for negotiations. All administrators are encouraged to submit their recommendations for negotiation topics to the CCASAPE office as soon as possible or to any member of the Negotiating Team. Meetings will soon be scheduled with the CCASAPE Negotiations Team. Negotiations will begin with the District in May and will not be concluded until after the Legislature adjourns.

CCASAPE negotiation team members include Bart Mangino, Cathy Conger, Jeff Hafen, Jamey Hood, Ron Montoya, Joe Murphy, Jessie Phee, Allin Chandler, Mark Coleman, and Stephen Augspurger.

SHELTERING VACATION PAYOFFS

As you know, upon retirement or separation from the District, administrators who are 55 or older or who will turn 55 during the calendar year they retire or separate from the District will automatically have some or all of their vacation payoff deposited into the 403(b) Special Pay Plan. Up to \$49,000 may be sheltered, but the amount to be sheltered may not exceed plan year income. The amount eligible to be sheltered will also be reduced by the amount already sheltered in your 403(b) voluntary tax shelter plan. Participating administrators will avoid the payment of Medicare tax, if applicable, and will postpone and possibly reduce the payment of federal income tax.

As you are aware, administrators **who are younger than 55** during the year they retire or separate from the District are not eligible to participate in this 403(b) Special Pay Plan. Many administrators retiring or separating from the District who are younger than 55 have expressed concern that, even though they are not able to participate in the 403(b) Plan, they would still like to shelter a portion or all of the final vacation payoff.

Administrators younger than 55 may be eligible to shelter all or part of the vacation payoff by establishing a voluntary 403(b) account or a 457(b) account **through the District Benefits Office**. Administrators 50 or older can shelter up to \$22,000 in a voluntary 403(b) account and an additional \$22,000 in a 457(b) account (\$44,000 total). Administrators under 50 can shelter up to \$16,500 in each account (\$33,000 total). In this manner, some or all of the vacation payoff at retirement or separation can be sheltered if these accounts do not exceed the maximum contributions during the plan year coinciding with retirement or separation. Staff in the District Benefits Office can assist administrators with establishing these accounts. Administrators are encouraged to meet with a tax professional prior to making changes that may impact their tax obligation.

If you have questions or would like additional information regarding any aspect of the 403(b) Special Pay Plan, please do not hesitate to contact the CCASAPE office or Paul Larson at VALIC, 796-0047.

ADDRESS CHANGES – ATTENTION ACTIVE ADMINISTRATORS AND RETIREES

As you know, the Clark County School District requires that all professional organizations communicate with their members through the U.S. Postal Service rather than the CCSD mail. In order for you to receive the CCASAPE and the Welfare Trust communications, it is critical that we be notified when you have a change of address. If you have moved recently, please call Debbie or Sadie in the CCASAPE office (796-9602) and provide your new address. This information will be communicated by CCASAPE staff to the Welfare Trust, the District, and to the medical benefit providers.

INSURANCE BENEFITS OUTSIDE OF THE UNITED STATES

Please be reminded that the only medical coverage that is provided when you are outside of the United States is for emergency services. All of the Welfare Trust medical plans, with the exception of the Classic Retiree Plan (Medicare Eligible), list as an exclusion from coverage, "Any charges for non-emergency services provided outside of the United States." Travel medical insurance is available through various insurance carriers and should be considered when traveling outside of the United States. The Business Benefits Inc. web site can be accessed to review travel insurance options or the office can be reached at 252-0888.

FULL-TIME STUDENT ENROLLMENT STATUS REQUIRED FOR HEALTH PLAN ELIGIBILITY

With the spring semester soon to end, health plan participants are reminded that an unmarried child who is under the age of 27 and enrolled in an accredited school is eligible to receive health benefits as a dependent on any of the health benefit plans offered through the Welfare Trust. Students must be enrolled in 6 credit hours to be eligible to participate. In the past, Sierra Health required an annual letter from the registrar's office verifying that the student is enrolled in a minimum of 6 credit hours.

ALL HEALTH PLAN PARTICIPANTS ARE REMINDED THAT THIS ANNUAL VERIFICATION IS NO LONGER REQUIRED. ADMINISTRATORS AND RETIREES MUST PROVIDE A "STUDENT STATUS VERIFICATION" ONLY ONCE (WHEN A DEPENDENT TURNS 19, OR AT THE TIME OF ENROLLMENT IF THE CHILD IS OLDER THAN 19). PLAN PARTICIPANTS ARE REMINDED THAT SIERRA HEALTH EXPECTS THAT EACH ADMINISTRATOR AND RETIREE WILL INFORM SOUTHWEST ADMINISTRATORS (702) 252-7001 WHEN ANY DEPENDENT IS NO LONGER ELIGIBLE FOR HEALTH BENEFITS COVERAGE.

STUDENTS CURRENTLY ENROLLED IN THE HEALTH BENEFITS PLAN AS A DEPENDENT WHO DO NOT RETURN TO SCHOOL IN THE FALL ARE NOT ELIGIBLE FOR COVERAGE BEYOND SEPTEMBER 30, 2009.

Even though student status verification is no longer required by Sierra Health, the student must remain enrolled throughout the school year, with the exception of the summer months, to maintain health benefits eligibility. **Failure to notify Southwest Administrators when a student dependent is no longer enrolled as a full-time student will result in Sierra Health terminating health benefits eligibility for that dependent retroactively to the date when the student became ineligible.** Claims incurred during the ineligible period will be denied by Sierra and the other health care providers.

CCASAPE NOMINATIONS AND ELECTIONS COMMITTEE

Jeff Hybarger, Chairperson of the CCASAPE Nominations and Elections Committee, and committee members Dave Erbach and Mark Gums are seeking candidates to run for the CCASAPE Executive Board and the Representative Council. School telephone numbers for the members of the CCASAPE nominating committee are as follows:

Jeff Hybarger - 799-1770
Dave Erbach - 799-3020
Mark Gums - 799-5850

Members interested in serving on the Executive Board and/or Representative Council may contact one of the individuals on the Nominations and Elections Committee or the CCASAPE office at 796-9602.

This Committee will propose a slate of candidates for nomination at the 2009 general membership meeting to be held at the Gold Coast Hotel on Tuesday, June 3, 2009. Whenever possible, there will be a minimum of two (2) candidates for each office to be filled. Additional nominations, with the consent of the person being nominated, may be made at the June general membership meeting.

Executive Board offices to be filled during the election include President Elect (must be an active CCASAPE member who is a secondary administrator), Secretary, and Treasurer. The offices of Secretary and Treasurer are open to anyone who is an active CCASAPE member. Candidates receiving a majority of votes cast by mail ballot shall be elected to the office. These offices are for a one (1)-year term.

Four (4) Representative Council positions are elected each year. The four (4) at large positions are filled by the four (4) at large candidates receiving the greatest number of votes. These positions are for a two (2)-year term.

CCASAPE encourages members to run for office. The Executive Board and the Representative Council are the decision making bodies of CCASAPE.

GENERAL MEMBERSHIP MEETING

The CCASAPE general membership meeting will be held on Tuesday, June 3, 2009, from 3:30 to 6:30 p.m. at the Gold Coast Hotel. The CCASAPE business meeting will begin at approximately 4:45 p.m.

During the CCASAPE meeting, members will:

1. Be provided a review of the highlights of 2008-2009;
2. Be provided an opportunity to nominate additional candidates;
3. Receive a copy of the 2009-2010 CCASAPE budget;
4. Have the opportunity to socialize with their current colleagues, as well as, with those who have retired.

The Clark County Association of Secondary School Principals and the Clark County Association of Elementary School Principals will hold end-of-year business meetings at the same location beginning at 4:00 p.m.

SICK LEAVE POOL

The current Agreement between the Clark County School District and the Clark County Association of School Administrators and Professional-technical Employees establishes a pool of sick leave days available to administrators who have no other available leave and outlines two methods by which administrators may donate days to the sick leave pool.

Method One:

The pool of days is created by administrators who voluntarily designate a half day or a full day of **vacation** for which they would otherwise be compensated under **Article 18-4. Administrators must have in excess of 85 vacation days on June 30 to be eligible to donate days to the sick leave pool.**

Method Two:

Administrators may also donate sick days to the CCASAPE sick leave pool. Administrators will be eligible to donate a day of **sick leave** when they have accumulated 60 or more days and have utilized three (3) or fewer days of sick leave during the current contract year.

A form letter is being provided in the April/May Unifier for your use if you would like to designate a half day or a full day of vacation to the sick leave pool, or you may designate a full day of sick leave to the sick leave pool. The criteria identified in method one or method two must be met in order for you to donate to the sick leave pool.

It is our desire and belief that this pool of days will grow each year. **YOUR GENEROSITY TODAY WILL BE A CRITICAL PIECE IN THE WELFARE OF A CCASAPE MEMBER IN THE FUTURE.**

HEALTH BENEFITS CONTACTS

MEDICAL COVERAGE:

Sierra Health Member Services 702-562-8077
Telephone Advice Nurse 702-242-7330
Express Scripts (Mail Order Pharmacy) 800-488-9800

DENTAL COVERAGE:

Standard Insurance (Customer Service) 800-547-9515

VISION COVERAGE:

Vision Services Plan (VSP) 800-877-7195

LIFE INSURANCE COVERAGE:

Standard Insurance (Customer Service) 800-368-1135

LONG TERM DISABILITY:

Standard Insurance (Customer Service) 800-368-1135

LONG TERM CARE COVERAGE:

UNUMProvident 800-227-4165

THIRD PARTY ADMINISTRATOR:

Southwest Administrators 702-252-7001

Visit www.ccasa.net for health benefits links!

SICK LEAVE DONATION

CLARK COUNTY ASSOCIATION
OF SCHOOL ADMINISTRATORS AND
PROFESSIONAL-TECHNICAL EMPLOYEES

4055 SOUTH SPENCER ST., SUITE 230
LAS VEGAS, NV 89119
(702) 796-9602
FAX (702) 796-9624

May, 2009

Mr. Stephen Augspurger, Executive Director
Clark County Association of School Administrators
and Professional-technical Employees
4055 S. Spencer St., #230
Las Vegas, NV 89119

Dear Stephen:

Please accept this letter (due July 1, 2009) as my request to donate a **full day** of **SICK LEAVE** to the CCASAPE Sick Leave Pool. I understand that I am eligible to donate a day of sick leave because I have accumulated 60 or more days and have utilized three (3) or fewer days during the current contract year.

I would like to donate (please check):

FULL DAY OF SICK LEAVE

Respectfully,

Signature

Please Print

(Due in CCASAPE Office by July 1, 2009)

VACATION DONATION

CLARK COUNTY ASSOCIATION
OF SCHOOL ADMINISTRATORS AND
PROFESSIONAL-TECHNICAL EMPLOYEES

4055 SOUTH SPENCER ST., SUITE 230
LAS VEGAS, NV 89119
(702) 796-9602
FAX (702) 796-9624

May, 2009

Mr. Stephen Augspurger, Executive Director
Clark County Association of School Administrators
and Professional-technical Employees
4055 S. Spencer St., #230
Las Vegas, NV 89119

Dear Stephen:

Please accept this letter (due July 1, 2009) as my request to donate a **half day** or a **full day** of **VACATION** to the CCASAPE Sick Leave Pool. I understand that I am authorizing that this half day or full day of vacation be subtracted from the days that I would otherwise be compensated for under Article 18-4 of the Agreement between the Clark County School District and the Clark County Association of School Administrators and Professional-technical Employees.

I would like to donate (please check):

- HALF DAY OF VACATION**
 FULL DAY OF VACATION

Respectfully,

Signature

Please Print

(Due in CCASAPE Office by July 1, 2009)

MARCH WELFARE TRUST MEETING

On March 24, 2009, the Board of Trustees of the School Administrators' and Professional-technical Employees' Welfare Trust held its regularly scheduled meeting. The major items discussed, reviewed, and/or actions taken during the meeting included the following:

1. Old Business:

- A. Conversion to Southwest Administrators as the Welfare Trust's third party administrator – Maryse Peoples and Mike Shea, account executives at Southwest Administrators, reviewed the current status of the conversion to Southwest Administrators as the Trust's third party administrator that was effective February 1, 2009;
- B. Expansion of Benefits – The Trustees continued discussion and exploration of all of the necessary issues related to expanding benefit coverage to include domestic partner coverage. The Trustees voted not to expand coverage to include domestic partner coverage at this time;
- C. Administrative Services Agreement for Southwest Administrators – The revised Scope of Work Agreement and the Administrative Services Agreement for the third party administrator, Southwest Administrators, was approved by the Trustees;
- D. Summary Plan Document – Authorization was provided by the Trustees at the January meeting for the Trust attorney, Adam Segal, to move forward with the development of a Summary Plan Document. This document will provide a concise summary of benefits from each of the providers and will contain operational procedures approved by the Trustees. Mr. Segal provided a status report on the development of the document;
- E. Standard Life Insurance – The status of a waiver of premium issue was reviewed by Adam Segal, Trust attorney. Trustees are currently waiting for a response from the life insurance provider, Standard Insurance;
- F. 2009 Nevada Legislative Session – Allin Chandler provided an overview of a number of bills currently being monitored which impact Welfare Trust benefit plans. CCASAPE and Welfare Trust staff have identified 278 of the 1,281 Bill Draft Requests as bills with a potential impact on administrators. Of the 278 bills that are being tracked, 82 directly impact Welfare Trust benefit plans. The weekly bill summary

is mailed to Trustees for their review and input;

2. New Business:

- A. Accountant's Report – Stephen discussed the revenue, expenditures, and balances within the various Welfare Trust accounts with Silver State Schools Credit Union and Mellon Financial;
- B. Welfare Subsidy Payments to Date – Stephen provided an overview of Welfare Trust subsidy payments to date. These payments are being made by the Trust on behalf of plan participants to ensure that there are no additional out-of-pocket health costs prior to July 1, 2010. Total subsidy payments since January 2008 total \$158,388.64;
- C. Long-Term Disability Utilization Report – Stephen provided an overview of participant payouts for long-term disability to the Trustees;
- D. Welfare Trust Legal Expenses – Trust legal expenses to date, for the current school year, total \$14,199.02;
- E. Welfare Trust Office Staff Customer Service Activities – Stephen provided statistical information to the Trustees for the two-month period since the January 21, 2009 Trustee meeting that illustrated the types and frequency of Trust and CCASAPE staff involvement with the benefit plans offered through the Welfare Trust. For the two-month period, 201 health benefit participant issues were responded to by the Welfare Trust/CCASAPE staff;
- F. Life Insurance Summary Report – Stephen provided statistical documents illustrating life insurance claims since inception with the Standard Life Insurance Company;
- G. 2009 Actuarial Review of Unused Sick Leave and Retiree Health Reimbursement Accounts - An actuarial review is conducted every two years by a professional actuarial service to ensure that sufficient funds are available in the School Administrators' and Professional-technical Employees' Welfare Trust to continue unused sick leave and retiree health reimbursement account payouts to future retirees. Stephen presented the information compiled by the actuary to the Trustees;
- H. Mandatory Reporting Law and Social Security Numbers – Stephen updated the Trustees regarding a new mandatory reporting law for social security numbers for plan participants

and their dependents. The new law requires insurers to provide eligibility data, including social security numbers, to the Centers for Medicare and Medicaid Services. Southwest Administrators, the Trust's third party administrator, will communicate with plan participants who are currently missing social security numbers;

- I. Standard Dental Contract Negotiations – Tim DeRosa, Welfare Trust Broker of Record, outlined the process by which contract negotiations will occur with Standard Dental. The current dental contract will expire July 1, 2009;
 - J. VSP Plan Enhancement – At the January 21, 2009 Trustee meeting, the Vision Services Plan account representative provided an overview of vision plan enhancements. The Welfare Trust broker, Tim DeRosa, provided an analysis of the long-term costs of the proposed enhancements. The Trustees asked Mr. DeRosa to continue dialogue with VSP to secure more favorable pricing for the enhancements;
 - K. COBRA Subsidy – Stephen outlined the American Economic Recovery and Reinvestment Plan Act, which became law on February 17, 2009. This law provides temporary subsidies to workers, including administrators and professional-technical employees, who are involuntarily terminated from their employment. The subsidy provides qualified enrollees with a 65% premium discount for up to nine months for coverage beginning on or after March 1, 2009, and extending through December 31, 2009;
 - L. Welfare Trust Cost Sharing Agreement with the Association – Trustees reviewed the current Cost Sharing Agreement with the Association and amended the current agreement by increasing to 20% the percentage paid to share costs and expenses;
 - M. Health Plan of Nevada Presentation – Sally Neitz, Account Manager, provided an overview of the various health benefit plans provided to the Welfare Trust by Health Plan of Nevada and Sierra Health and Life Insurance Company;
3. Reports:
- A. Legal – Adam Segal, Trust Attorney, provided information on new reporting requirements for tax reporting documents. He will provide detailed information in a letter to the Trustees;

- B. Financial – Bob Kasner, BNY Mellon, provided an informative overview of current Welfare Trust investments and general market conditions;
- C. Accountant – David Berry of Berry and Co. CPA'S was excused from the meeting;
- D. Retiree – Allin Chandler, Retiree Representative, provided no report;
- E. Business Benefits, Inc. – Tim DeRosa, Broker of Record for the Welfare Trust benefit programs, provided an overview of the renewal process with the various benefit providers under contract with the Welfare Trust;
- F. Southwest Administrators – Maryse Peoples and Mike Shea previously provided information regarding the status of the conversion of the Welfare Trust health benefit plans to Southwest Administrators. Additionally, Maryse and Mike provided an overview of their efforts to comply with the new mandatory law for the reporting of social security numbers and the COBRA subsidy.

SOCIAL SECURITY NUMBERS FOR HEALTH PLAN PARTICIPANTS AND DEPENDENTS

Your Welfare Trust was recently informed of new mandatory reporting laws that require insurers to report social security numbers to the Centers for Medicare and Medicaid Services (CMS). To comply with the new law, Health Plan of Nevada (HPN) must obtain social security numbers for all covered members and dependents. The Welfare Trust's third party administrator, Southwest Administrators, has assumed the responsibility for securing social security numbers for plan participants and their dependents where those numbers are missing. Participants and their dependents who are missing social security numbers have received correspondence from Southwest Administrators requesting that social security numbers be provided so that insurance providers can comply with the mandatory law by the identified compliance dates. The Welfare Trust encourages your cooperation with Southwest Administrators in providing social security numbers for yourself and your dependents on a Welfare Trust benefit plan.

MEMBERSHIP		
CCSD	ADMINISTRATIVE EMPLOYEES	1089
CCSD	PROFESSIONAL-TECHNICAL EMPLOYEES	236
CCASAPE	MEMBERS	1303
CCASAPE	AFFILIATES (RETIRES)	331

CCASAPE REPRESENTATIVE COUNCIL 2008-2009

EXECUTIVE BOARD

President	Ron Montoya	Valley HS	5450
President Elect	Cathy Conger	Bruner ES	0620
Past President	Charles Anderson	Food Service	8123
Secretary	Joe Murphy	Mack MS	2005
Treasurer	Beverly Mathis	Booker ES	4720

REPRESENTATIVES

First Year	Jeff Hafen	Training & Dev	387-0634
First Year	Beth Howe	Instr Support	5413
First Year	Andre Long	LV Academy	7800
First Year	Karen Smallwood	Scherkenbach ES	3401
Second Year	Sue Daellenbach	Assessment	2808
Second Year	Kevin McPartlin	Chaparral HS	7580
Second Year	Greta Peay	Equity & Diversity	8484
Second Year	Robin Rankow	Partnership	6560

PROFESSIONAL ASSOCIATION REPRESENTATIVES

CCAESP	Shawn Paquette	Forbuss ES	6840
CCASSP	Jeff Geihs	Cheyenne HS	4830
Prof-technical	Jeff Hafen	Training & Dev	387-0634

CCASAPE STAFF

Stephen Augspurger	Executive Director	796-9602
Mark Coleman	Deputy Director	796-9602
Allin Chandler		796-9602
Debbie Cavin	Office Manager	796-9602
Sadie Tanaka	Special Projects	796-9602
FAX		796-9624