

Application for Incremental Medical-Dental Benefits

2018 – 2019

Pursuant to Article 14, Section 15 of the BFT-BUSD Collective Bargaining Agreement, substitute teachers who have worked at least 80 jobs may apply for Incremental Medical-Dental Benefits. To be eligible, all K-12 jobs must be listed in the substitute management system. A job is either a full day or half day with a different confirmation number. **Payroll records will no longer be used to verify jobs.** This stipend is payment toward medical/dental benefits. Requests must be submitted no later than **June 30th** to receive payment by **July 31st**. Please return the form to the **Human Resource** department or Email:

SubMedicalStipends@berkeley.net

- Worked 80 jobs – stipend \$ 976
- Worked 95 jobs – stipend \$1,116
- Worked 110 jobs – stipend \$1,256
- Worked 125 jobs – stipend \$1,396

Print Name: _____
First Name Last Name Employee ID #

By signing this, I certify that the **attached** substitute management system job report is an accurate record of the jobs I have worked.

Signature: _____ Date: _____

The Payroll Department is authorized to pay one stipend payment by July 31st in the amount of \$_____

I certify that the total units and stipend are correct.

Verified by Human Resources Staff Member:

Signature: _____ Date: _____

Approved by Human Resources Administrator:

Signature: _____ Date: _____

Application submitted to the Payroll Department on _____ by _____.

Budget Code: 01-0000-901-0-00-1151-1110-1003-000