

# Warren County Educational Service Center

## Southwest Ohio Council of Governments Greater Ohio Virtual School

**2024-2025**

### 2024—Anthem HDHP

Calendar Year Deductible

- \$2,000 Single
- \$4,000 Employee + Children
- \$4,000 Family

### Employer Contribution

- \$1,000 Single
- \$1,500 Employee + Children
- \$2,000 Family

### Employee Monthly Premiums

- \$147.65 Single
- \$272.92 Employee + Children
- \$383.59 Family

### CVS/ Caremark Prescription

### Max H S A Contribution 2024

- \$4,150 Single
- \$8,300 Employee + Children
- \$8,300 Family
- Age 55+ Catch up Amount \$1,000

### Cash Option—Waive Health

- \$1,300/year second pay in June—employed prior to October 1st

### 2024 - VSP Vision

Employee Monthly Rates

- \$10.02 -Single
- \$23.44 Family

### 2024 -Delta Dental

- Employer pays 100%

### Securian Life

- \$25,000 Employer paid
- Additional Optional Life

Elect or waive coverages at <https://epc-online.benelogic.com/>

### Retirement

#### **STRS/State Teachers Retirement System**

275 E. Broad Street Columbus, OH 45215  
888-227-7877 [www.strsoh.org](http://www.strsoh.org)  
Employee 14% Employer 14%

#### **SERS/School Employees Retirement System**

45 N. 4th Street Columbus, OH 45215  
800-878-5853 [www.sohsers.org](http://www.sohsers.org)  
Employee 10% Employer 14%

### Personal Days—Full time

\* Hired Prior to December 1st—3 days

\* Hired on/after December 1st—2 days

\* Hired on/after March 1st —1 day

Personal leave is to be used for business that can only be conducted during workday. Is not cumulative and cannot be used to extend vacation or holiday days.

All unused personal leave days shall be converted to sick leave days at the end of each contract year.

Part time employees will be entitled to leave on a pro-rated basis.

### Sick Days

Full Time 1.25 days monthly (15 per year)

Maximum 200 days

**Leave Requests may be taken in ¼ day increments.**

### Vacation Days 261-day contract

1<sup>st</sup> year - 10 days

11<sup>th</sup> year 15 days

16<sup>th</sup> year 20 days

### Employee Logins

[www.warrencountyesc.com](http://www.warrencountyesc.com) Staff→Employee Links

- *Employee Webmail*  
Username ESC email address  
FirstName.LastName  
@WarrenCountyESC.com  
Password Warren(last 4 of SSN)
- *Staff Training Public School Works*  
Select-District  
**Warren County ESC**  
**Southwest Ohio COG**  
**Greater Ohio Virtual School**
- *Frontline (Time Sheets, Absences)*  
Substitute Caller-User Name sent via email.
- *Employee Kiosk*  
Pay slips, W2's  
Select- District  
Warren County ESC  
Southwest Ohio COG  
Greater Ohio Virtual School
- *Text Message Notification- Calamity Days – Login and complete.*
- *Employee Kiosk*  
Pay slips, W2's  
Select- District
  1. **Warren County ESC**
  2. **Southwest Ohio COG**
  3. **Greater Ohio Virtual School**

### Mileage Reimbursement

- 2024 Rate—IRS .670
- Paid Monthly Staff→Employee Links

Calculated from worksite

**Countryside YMCA—Jenni**

513-932-1424 Ex 168

### 2024 - 2025 Payroll Schedule

<u>PAY PERIOD</u>	<u>PAYDATE</u>	<u>PAYROLL DUE</u>
08-10-24 - 08-24-24	09-10-24	08-24-24
08-25-24 - 09-09-24	09-25-24	09-09-24
09-10-24 - 09-24-24	10-10-24	09-24-24
09-25-24 - 10-09-24	10-25-24	10-09-24
10-10-24 - 10-24-24	11-08-24	10-24-24
10-25-24 - 11-09-24	11-25-24	11-09-24
11-10-24 - 11-24-24	12-10-24	11-24-24
11-25-24 - 12-09-24	12-24-24	12-09-24
12-10-24 - 12-24-24	01-10-25	12-24-24
12-25-24 - 01-09-25	01-24-25	01-09-25
01-10-25 - 01-24-25	02-10-25	01-24-25
01-25-25 - 02-09-25	02-25-25	02-09-25
02-10-25 - 02-24-25	03-10-25	02-24-25
02-25-25 - 03-09-25	03-25-25	03-09-25
03-10-25 - 03-24-25	04-10-25	03-24-25
03-25-25 - 04-09-25	04-25-25	04-09-25
04-10-25 - 04-24-25	05-09-25	04-24-25
04-25-25 - 05-09-25	05-23-25	05-09-25
05-10-25 - 05-24-25	06-10-25	05-24-25
05-25-25 - 06-09-25	06-25-25	06-09-25
06-10-25 - 06-24-25	07-10-25	06-24-25
06-25-25 - 07-09-25	07-25-25	07-09-25
07-10-25 - 07-24-25	08-08-25	07-24-25
07-25-25 - 08-09-25	08-25-25	08-09-25

### FMLA

- 1 year of employment to qualify and 1250 hours
- Contact HR Department-  
Dawn.Schroeder@WarrenCountyESC.com

### Worker's Compensation

- Contact Immediate Supervisor
- Contact HR Department –  
[Dawn.Schroeder@WarrenCountyESC](mailto:Dawn.Schroeder@WarrenCountyESC)
- Complete a first injury report and witness statement – [www.warrencountyesc.com](http://www.warrencountyesc.com) under employee links under Public-School Works
- Approved locations  
**Atrium Hospital** – Middletown  
4220 Grand Ave 513-420-4700  
**Bethesda Care Arrow Springs**-Lebanon

### 403-b, 457 Providers

Voya Retirement & Annuity Co.  
800-584-6001

Equitable (AXA)  
513-403-6468

American Fidelity Assurance Co  
Afpplanserv.com

Plan Member, ING  
800-874-6910

Great American Financial  
513-412-1585

Ohio Public Employees Deferred Comp Program  
877-644-6457

### Medical/Dental/Vision/Life

Qualifying life event changes/Change Requests  
[epc-online.benelogic.com](http://epc-online.benelogic.com) - Questions contact HR Dept  
[Dee.Wilms@WarrenCountyESC.com](mailto:Dee.Wilms@WarrenCountyESC.com)

### Payroll Specialist-

GOVS - [Katie.Brown@WarrenCountyESC.com](mailto:Katie.Brown@WarrenCountyESC.com)

WCESC – [Natalie.Gardner@WarrenCountyESC.com](mailto:Natalie.Gardner@WarrenCountyESC.com)

COG Full Time Employees –  
[Danielle.Collins@WarrenCountyesc.com](mailto:Danielle.Collins@WarrenCountyesc.com)

COG Substitutes—  
[Julie.Prack@WarrenCountyESC.com](mailto:Julie.Prack@WarrenCountyESC.com)