



3403 EMPLOYEE BENEFITS POLICY

Policy Type: Human Resources Manual
 Applies To: All Staff
 Approved By: LCS Head of Schools
 Policy Reviewed: every 2 years
 Adopted: 10 2019
 Revisions: 06 2021
 06 2022

NOTES:

1. Benefits are prorated for part-time employees
2. Benefits may not be available to employees on Fixed-Term contracts.
3. Not all employees eligible for Professional Development discretionary allotment.

Benefits Available to Employee	% Cost paid by Employee	Descriptor
Extended Medical Insurance for Individual or Family.	50	CEBS Flex Plan 1, 2, 3, 4, or 5.
Sickness Benefits:	0	Eight days per year. Four days carry over to a maximum of 12 per year Please See Leave of Absence Policy
Extended Illness/Disability Insurance*	100	Unable to work for extended period
Paid Personal Leave:	Situational	Please see Leave of Absence Policy
Term Life Insurance:	100	CEBS provides one-and one-half times salary. More life insurance available at cost.
BC Teacher Certification Fees (For teachers only)	100	School will remit payment, but cost is deducted from salary.
Christian Educators of BC Dues (For educational staff only)	100	School will remit payment, but cost is deducted from salary.
Pension Plan: CEBS 8.05 percent plan for eligible employees	50	Board pays 8.05% and employee 8.05%-deducted from salary
Discretionary Professional Development	0	Awarded per Professional Development Policy

Voluntary Early Retirement Policy	n/a	As per Policy
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RELATED POLICIES:

- 3401 EDUCATIONAL STAFF COMPENSATION GUIDELINES
- 3402 EMPLOYEE-ON-CALL GUIDELINES & COMPENSATION
- 3404 TEACHER PREPARATION TIME GUIDELINES
- 3405 LEAVE OF ABSENCE POLICY

Reviewed: 06 2025