

Greater Albany SD 8J
Administrative Regulation

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Guidelines for Payroll Deductions for Group Fitness/Wellness Plans

The district encourages its employees to participate in fitness/wellness activities. To facilitate those activities, the district allows a payroll deduction for dues to organizations/businesses that provide fitness/wellness facilities and offer reduced group rates to employees. Said payroll deductions will be subject to the following guidelines:

1. Any group plan made available to the district must be available to all other employers who have enough employees to meet the plan's minimum guidelines;
2. A payroll reduction will be allowed only if five or more district employees enroll in the plan;
3. The plan offerer must provide the district with literature that explains the plan's dues structure, including group rates, individual rates and cancellation of membership regulations;
4. The plan providers will not in any manner indicate that the district endorses their business.

If an organization/business meets the criteria to be eligible to offer its plan, the district agrees to disseminate to its employees informational card enrollment materials. If five or more employees enroll in the plan, the district will make the appropriate payroll deductions and mail to the plan providers the dues collected along with a list of the employees.

If the number of participants enrolled in a specific plan drops to zero, then the five participant rule must be met to qualify the plan for a payroll deduction.