



MEMORANDUM

TO: CUPE Local 748 – Support Staff
FROM: Theresa Montpellier, Manager of Human Resource Services
DATE: April 27, 2023
RE: Article 15 – BENEFITS (NEW)

CUPE Local 748 Regular & Temporary Employees have access to an annual allowance for wellness expense reimbursement. For the 2022/2023 school year, the amount is \$230. This will increase to \$350 for the 2023-2024 school year onward. Employee status on January 1st will determine annual eligibility. Each qualifying employee may receive wellness expense reimbursements to the maximum annual allowance in each calendar year starting each January 1st.

Process:

Pre-approval forms can be found on the district forms page under CUPE STAFF ONLY. **1)** Complete the pre-approval form with a brief description of the related activities and/or programs and send via email to Manager of HR - theresa.montpellier@sd8.bc.ca for approval. You will receive a response with an approved signature. **2)** Submit receipts with signed approval form to the Manager of Payroll & Benefits - payroll@sd8.bc.ca for final processing and payment.

Pre-approved expenses related to activities and/or programs that lead to improved employee physical and mental fitness. Such activities must be action oriented and/or educational and designed to modify lifestyles or behaviors to increase or improve physical and mental fitness. Criteria for funding have been established and are listed below.

Criteria

Eligible expenses / programs include, but are not limited to:

1. Fitness club memberships.
2. Registration fees for fitness-related programs or lessons, such as aerobic classes, yoga, dance lessons, figure skating and outdoor survivor training.
3. Sports Team memberships and registration fees.
4. Annual memberships, such as golf.
5. Court fees, green fees, ski passes, lift tickets and race registration.
6. Personal trainers, fitness consultants, lifestyle consultants and exercise physiologists.
7. Durable equipment such as a treadmill, exercise bike and universal gym.
8. Skates, Roller blades, bicycles, specialized athletic footwear, tennis racquets, gold clubs, paddle board and aquatic equipment, safety helmets and specialized sports equipment.
9. Weight management programs.
10. Smoking cessation programs and counselling.
11. Nutrition programs and counselling.
12. Maternity services (parental classes, mid-wife services and doula services).
13. Services for the following registered paramedic and alternative health practitioners: reflexologist, iridologist, herbalist, homeopath, athletic therapist, Chinese medical practitioner, shiatsu physiotherapy, therapist acupuncturist, speech therapist, psychologist, acupuncturist, massage therapist, podiatrist, chiropractor, naturopath, chiropractor, osteopath, audiologist, dietitian, occupational therapist, optometrist, ophthalmologist, clinical counselor.
14. Stress management programs.
15. Cholesterol and hypertension screening.
16. First aid and CPR (Cardiopulmonary resuscitation) training.
17. Health assessments.
18. Allergy test.
19. Vitamins & supplements, including herbal products.
20. Other alternative wellness services: reiki ayurvedic medicine, touch therapy, Rolfing light therapy, and other alternative services not covered by benefits.
21. Costs of immunizations and travel medications.
22. Costs for medical examinations not covered by provincial medical plans.
23. Costs related to counselling on substance use.
24. Winter driving courses.
25. Top up of current benefits (i.e. massage therapy)