



DEPARTMENT OF
HUMAN RESOURCES



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TO: School Employees
DATE: 3/15/2018
RE: Health Club Memberships

Staunton City Schools has negotiated the waiver of enrollment fees and reduced monthly membership rates at the qualified health and fitness centers. The monthly membership fees can be deducted, post-tax from your payroll during the year.

- A. Exclusive qualified health and fitness centers from which to choose are:
 - a. Staunton YMCA
 - b. Lifetime Fitness at Augusta Health

- B. Eligibility
 - a. Full Time Employees
 - b. Employees that receive a contract or letter of notification and work a minimum of 20 hours/week may participate as long as they have sufficient funds to meet the monthly payroll deduction.

- C. Enrollment
 - a. Contact the Staunton YMCA or Lifetime Fitness at Augusta Health to complete the required paperwork and membership contract.
 - b. Staunton YMCA or Lifetime Fitness at Augusta Health will notify the HR Department once the employee is enrolled and tell us when the employee payroll deduction should begin.
 - c. Membership fees are paid a month in advance (i.e. December fees are deducted in November).
 - d. Once enrolled, the employee must honor any contractual time-frame required by their chosen qualified health and fitness centers.
 - e. Those signing up during open enrollment (10/1 – 11/30) will have a membership effective date of 1/1.
 - f. After enrollment Employees can change their level of coverage (full/universal fitness, aquatic, etc.). However; barring medical exigencies there will be no option to change payroll deductions until the next open enrollment.

- g. After enrollment, Employees can add dependents; however, there will be no option to change payroll deduction until the next open enrollment.
- h. After enrollment, Employees cannot delete dependents until the next open enrollment unless there is a qualifying medical emergency.

D. Payroll Deduction

- a. Payroll deductions to pay monthly membership fees are subject to all State and Federal taxes and show up on your pay voucher.

E. Rates

Rates are reviewed annually and are negotiated under the sole discretion between the City of Staunton/Staunton City Schools, Staunton YMCA and Lifetime Fitness at Augusta Health.

Membership	Total Cost YMCA	Payroll Deduction YMCA (12 pays)	Total Cost Aug. Health (Total Fitness Program**)	Payroll Deduction Aug. Health (12 pays)
Employee	\$441.60	\$36.8	\$504	\$42
Employee/Spouse	\$585.60	\$48.8	\$780	\$65
Employee/Minor	\$547.20	\$45.6		
Family	\$633.60	\$52.8	\$1020	\$85

** Augusta Health has waived their \$125 initial enrollment fee. In addition, Augusta Health Lifetime Fitness offers memberships at levels other than their Total Fitness level. If you are interested in an Aquatic, Total Fitness Plus or Universal membership, contact Lifetime Fitness and these memberships can also be paid through payroll deduction.