

**SCHOOL BOARD:**

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***St. Francis School District***  
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**SFSD Wellness Reimbursement Form 2015-16 School Year**

**SFSD Wellness Guiding Beliefs -**

The St. Francis School Board and District:

- a. Care deeply about the overall health and well-being of every employee;
- b. Are motivated for developing and maintaining employee overall wellness in order to increase the quality of life for every employee;
- c. Believe a wellness program will foster interconnectivity between employees, leading to a healthier psychological work environment;
- d. Believe that healthy employees are more productive, effective and have higher attendance rates resulting in lower costs and better educational experiences for students;
- e. Believe adults should model healthy behaviors for the children and community they serve.

In order to increase opportunities for staff members to take part in a healthy lifestyle, The Board of Education has approved reimbursement for fitness club memberships in an amount not to exceed \$50 annually. Please submit this claim form for reimbursement. All reimbursements will be processed via payroll and are taxable benefits per IRS rules. Eligibility for reimbursement is based on the following:

1. St. Francis School District 10 or 12 month employee that are full-time or part-time and participate in the District Health Insurance Plan.
2. Participation in at least one Employees Wellness Program starting in Summer 2015.
3. Documentation of expenses with a health/fitness center from June 1, 2015-May 31, 2016.
4. All reimbursement forms are due by June 15, 2016.

Reimbursement Request Amount \_\_\_\_\_ (Maximum \$50)

Please attach documentation of expenses with this form and submit to Jonathan Mitchell, District Office.

I certify that the attached are actual expenses of fitness club memberships:

Employee Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Employees are responsible for consulting their physician before beginning a new exercise program.**