



Employee Address Update Form

Effective Date:

Name:

ID#

Street Address:

City, State, & Zip:

Home Phone:

Cell Phone:

Please return to **Michelle Bower** in Human Resources.

Note: If you have had a recent qualifying event such as a marriage, divorce, or a new baby please contact Kim Smith or Ashley Dickerson for insurance and beneficiary paperwork. Timelines are listed below.

Marriage – 30 day window

Loss of other coverage – 30 day window

Divorce – 30 day window

New baby – 60 day window

Death – 30 day window

NON-DISCRIMINATION STATEMENT

The Sioux City Community School District offers career and technical programs in the following areas: Business & Marketing, Family & Consumer Science, Health Science, and Industrial Arts, Technology, & PLTW. The Sioux City Community School District is an equal opportunity/affirmative action employer and does not discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, genetic information (for employment), national origin, religion, age (for employment), disability, socioeconomic status (for programs), marital status (for programs), or veteran status (for employment) in its educational programs and its employment practices. The District is required by Title IX and 34 CFR Part 106 not to discriminate on the basis of sex in its programs, activities, or employment. Inquiries or grievances under Section 504 and Title II of the Americans with Disabilities Act may be directed to Dr. Dora Jung, Director of Student Services & Equity Education/Title IX Coordinator at 627 4th Street, Sioux City, IA 51101, (712) 279-6075, jungd@live.siouxcityschools.com. Inquiries about the application of Title IX and its regulations to the District may be referred to the Title IX Coordinator, the Assistant Secretary of the U.S. Department of Education, or both. Please see District Board policies 103 and 504.4 for additional information on available grievance procedures.

Revised 9-22-2021