

OSBA c/o Acrisure LLC
1053 E Broadway | PO Box 524 Bolivar, MO 65613
Ph: 417.512.2913

Congratulations! You have been chosen as your district's Wellness Champion for the OSBA LifeStyle Wellness Program! Keep reading to find out more about this exciting opportunity.

How the program works

The main focus of the program is centered around step trackers and getting a certain number of steps a day to earn points. Additional points can be earned by completing other health-related tasks such as, participating in monthly challenges, health screenings, watching educational videos, eating healthy etc. By earning points employees can earn cash at the end of the school year (\$50-\$250). Districts and employees also have an opportunity to participate in monthly "grab bag" prize drawings.

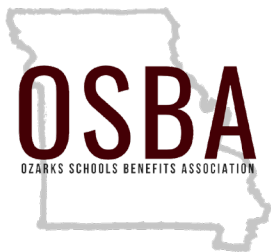
Who is eligible

- ✓ All active W-2 employees are eligible (excluding substitute teachers) to participate in the OSBA LifeStyle Wellness Program and win!
- ✓ 1099 or those employed by entities other than the school district are not eligible to participate.
- ✓ Retirees who are enrolled in an OSBA Medical Plan are eligible to participate in the program and receive the cash award at the end of the year.

How employees participate

Employees should visit the OSBA Wellness Program website for details on how to register, get set up and participate! <https://osbabenefits.com/osba-program/osba-wellness-program/>. A summary of the steps an employee will go through are:

1. *REGISTER* for an account with Motion Connected (the platform the wellness program operates through) using a district specific activation code that can be found on the Wellness website. Motion Connected can be accessed through an app on your smartphone or on a computer.
 2. *PICK A DEVICE*. If the participant already has a compatible device (such as a smart phone or watch)...they can use it. If not...a device can be purchased from the Wellness Outlet (found on the wellness website). <https://www.thewellnessoutlet.com/Activate01.aspx>
 3. *Set up Device*. Each participant will need to follow the instructions received with their device (download device app and sync to their smart phone). Visit the [OSBA website](#) for instructions on how to sync a device. Specific device set up questions can be found on the support tab within the Motion Connected account.
 4. *SYNC to Motion Connected*. Each participant then must link their device to their Motion Connected account, so their points are tracked. They can do this by clicking on My Devices within their Motion Connected account. Instructions can be found under the support tab on their Motion Connected account.
 5. *PARTICIPATE!* Points can be earned by meeting daily step goals, watching educational videos, making healthy choices, uploading proof of a recent screening, and participating in the group challenges! The different types of points that can be earned can be found on the Scorecard in the Motion Connected account.
 6. *WIN!* Each employee can earn \$50-\$250 at the end of the school year for participating and reaching the bronze, silver, or gold level of points. There are also several jackpot drawings each month where additional cash and prizes can be won! Lastly...jackpot winners are also entered to win a nationwide drawing with a cash
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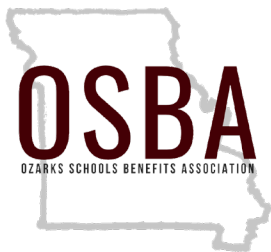


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prize of up to \$10,000!! Please visit <https://osbabenefits.com/osba-program/osba-wellness-program/> for more details on points and jackpot drawings.

Wellness Champion Responsibilities

1. **Motivate your co-workers:** the excitement and support that you show will trickle down to your co-workers! We need your help to motivate and encourage your district to get involved, get moving and to be healthy.
 2. **Inform district employees:** you will receive wellness program “kick off” emails in the fall and other monthly challenge emails from our staff that will need to be forwarded to your district’s employees. We need your dedication and hard work to make sure the staff gets these emails!
 3. **Assist with troubleshooting:** employees may have issues from time to time. The website below can be used to find the solution! Escalated issues can be emailed to your district’s account manager or to Krista. <https://support.Motion Connected.com/hc/en-us/categories/115001229706- Devices>.
 4. **Monthly Challenges:** there are two types of monthly challenges:
 1. *Motion Connected monthly challenges.* These can be found within the Motion Connected scorecard and points for employees completing these challenges are auto awarded by Motion Connected. Employees can update their settings within Motion Connected to receive monthly reminders on these challenges. No assistance is required from you on these challenges.
 2. *Monthly Challenges from Krista.* These challenges are emailed from Krista each month. Please forward these monthly emails to your district staff so they can participate. These also require points to be manually awarded by you. When a challenge is sent by Krista, such as a challenge that requires an employee to eat so many fruits or veggies, the employee will be required to inform you that they met the challenge, you would then log into your Motion Connected account with your Admin rights and award that employee their points for that challenge.
 5. **Jackpot drawings/Grab Bags:** if your district is selected as a monthly Grab Bag winner, you, as the Wellness Champion, will determine how the winning employee is chosen from among those participating in the wellness program. You may draw names at random, have Krista select a winner, or create a fun challenge or game to determine who earns the opportunity to participate. Once the winning employee has been selected, you will help coordinate a virtual meeting between Motion Connected and the employee. During the meeting, the employee will choose two random Grab Bags from a set numbered 1 through 12, with prize values ranging from **\$150 to \$1,000**. Every participant is guaranteed to win at least **\$150**. After the prize amount is revealed, the winner will be required to complete a W-9 form. Their prize check will then be mailed directly to them within approximately three weeks.
 6. **Training:** a training video is available on the [OSBA Wellness Website](#) or by clicking here → [Motion Connected Training Video](#)
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Who is here to help (Krista)

- ✓ Krista Edwards: as the program coordinator Krista is here to help you get your employees motivated and help with any other questions you may have. kredwards@acrisure.com
- ✓ You may also contact your district's dedicated Account Manager with questions or assistance.

Benefits for you!

- ✓ As your district's Wellness Champion, you work hard, and your hard work should not go unnoticed. As a thank you to YOU for your dedication to the health and wellness of your district and our program YOU are eligible for the following CASH bonuses!
 - 60% employee participation – you will earn \$500
 - 45%-59% participation - you will earn \$375
 - 30%-44% participation - you will earn \$250
 - *What counts as participation: participants must have a Motion Connected Account, be actively earning points, and must have earned at least 500 points at the end of the year.*

Fall Kickoff (Program runs 9/1 – 4/30)

- ✓ You will receive the program Kick Off email from Krista at the beginning of the school year that will need forwarded to district staff.

Healthy employees ultimately lead to lower health insurance rates, which is our goal for our members. We greatly appreciate your help and assistance with the wellness program and look forward to working with you throughout the year!
