



TO: Benefits-Eligible Employees
FROM: Robbin Ruth, Executive Director/Human Resources
DATE: June 2016
SUBJECT: 2016 BENEFITS OPEN ENROLLMENT INFORMATION

We value your contributions to the success of our students and want to continue rewarding you with a competitive and comprehensive benefits package. We look for benefits that support our employees, reflect the latest legislative and regulatory requirements and keep us competitive in the marketplace.

We are excited to share that employees enrolled in the PPO and HMO/POS who successfully earned five points in the Wellness Program during the current school year, will see a \$50 per month reduction to health insurance premiums for the 16/17 school year. For employees enrolled in the CDHP who successfully earned five points in the Wellness Program during the current school year, HCS will contribute an additional \$500 to your health savings account for the 16/17 school year. If you haven't submitted your points yet through the Marathon Health portal, you still have until June 30th to take advantage of this great savings opportunity!

Open enrollment for the 2016/2017 school year will take place from **August 11, 2016 through August 26, 2016**. Enrollment counselors will be available during this period to meet with all benefits-eligible employees in order to review current benefit elections and assist in making changes. Employees will also have the option to make their own changes online through our new human resources information system.

An HCS Benefits Fair is scheduled for Thursday, August 11th from 1:00 PM – 4:00 PM in the first floor conference room at the School Administration Center (SAC). Our vendors and carriers will be on site that day to answer questions regarding plan changes. There will be door prizes and freebies for all attendees. In addition, we have an information session scheduled for August 11th at 11:00 in the second floor conference room at the School Administration Center. This info session will cover the three Anthem medical plans, changes to our wellness program, and the benefits available through our pharmacy for employees enrolled in one of our Anthem plans.

This packet includes information about:

- changes to our wellness program, which include new requirements for points and enrolled spouses
- plan changes and premium amounts for the 2016/17 school year
- summaries of benefits and coverage for each of our three Anthem medical plans
- mandated notices (e.g., CHIP, Medicare D)
- enrollment counselor calendar/schedule

This packet is intended to give you some high level information regarding the benefits changes that are planned for the next school year. Additional information and reminders will be sent out over the next two months. An updated benefits guide as well as additional FAQs and information will be posted on the human resources section of the website no later than August 1, 2016.

Changes made during open enrollment will be effective **October 1, 2016 through September 30, 2017**. Open enrollment is your opportunity to do the following:

- enroll in flexible spending accounts– you must enroll each year to continue your account
- add, change or drop your medical, dental, vision, and disability coverage

- add or drop dependents from medical, dental, or vision coverage – spouses continue to be ineligible for medical coverage if they are eligible for insurance through their employer.
- Add, review or change your voluntary benefits – note that new employees hired September 1, 2015 or later will want to meet with an enrollment counselor to review and elect or waive Unum Group Hospital Indemnity, Whole Life, Critical Illness and Accident benefits.

If you do not need to make any of these changes, you are not required to take any action. However, it is recommended that all employees read through the 2016 - 2017 Benefits Changes document that is included in this packet. This details the changes by plan for each benefit that HCS offers.

Any questions you have regarding your benefits can be answered by an enrollment counselor during your appointment. If you have questions regarding your benefits eligibility or the open enrollment process, please call your benefits representative at the number below. Please note that your rep is determined by the first letter of your last name.

A – G, Sharmaine Alexander-Riggins, 727-2106 or sriggins@hampton.k12.va.us

H – Q, Sally Seidnitzer, 727-2107 or sseidnitzer@hampton.k12.va.us

R – Z, Nicole Samuelson, 727-2326 or nsamuelson@hampton.k12.va.us