

2024 Open Enrollment

HAMPTON CITY SCHOOLS

Open enrollment kicks off this year with a benefits fair on Monday, July 29th from 1:00 to 4:00 at the School Administration Center (SAC, 1st floor conference room, 1 Franklin Street). Employees will be able to make changes to their benefits through Wednesday, August 14th, with changes going into effect October 1, 2024. Two new vendors have been selected for the upcoming benefits plan year. Legal/ID Shield has been selected as the vendor to replace our current legal and identity theft protection carriers. Employees currently enrolled in coverage will automatically be enrolled in comparable coverage with the new company. An information session on the new legal and identity theft protection plans will take place at SAC (1st floor conference room) on Monday, July 29th at 10:00 a.m. Chubb will replace Trustmark as our permanent life insurance vendor. Employees who are currently enrolled in Trustmark coverage will receive information from the current company with options to keep their coverage. Employees who want to enroll in life insurance coverage with Chubb will need to schedule an appointment with one of the onsite enrollment counselors during open enrollment. A Chubb representative will host an information session on the new life insurance coverage options on Monday, July 29th at 9:00 a.m.. Please note that all other current benefit elections, with the exception of health savings accounts and flexible spending accounts, will roll over to the new plan year. More detailed information can be found in this packet. An updated benefits guide is also available on the human resources section of the Hampton City Schools website.

Employees can make their benefit election changes online through our bswift benefits enrollment system at <https://bswift.hampton.k12.va.us> or meet with an enrollment counselor who can assist them in making their elections through the bswift system. Employees wanting to meet with an enrollment counselor will need to schedule an appointment by going to www.myenrollmentschedule.com/hampton or by calling 1-866-998-2915. A detailed schedule with dates and locations is included in this packet.

QuadMed is taking over administration of the HCS Employee Health & Wellness Center. The vendor is working to reopen the center over the summer and to implement the new wellness incentive program through a new website. Employees who meet the requirements of the program will be able to earn a \$1,000 discount on their health insurance premiums for the next school year or earn a higher contribution to their health savings account (for CDHP participants). A preview of the 24/25 wellness incentive program is included in this packet. A more detailed guide will be available in the next few months.

Flexible spending account (FSA) elections do not roll over annually. You must enroll each year to continue your account. Up to \$640 of unused medical FSA funds leftover at the end of the current benefits plan year can be rolled over into the new plan year so long as participants make a new election during open enrollment. Dependent care FSA participants will have a limited grace period following the end of the plan year in which to spend any remaining balance on eligible services. Additional information on these changes is included in the Plan Year Change Summary document.

Health savings account (HSA) employee contributions do not roll over from one plan year to the next. Employees who are enrolled in the CDHP medical plan and would like to make a contribution to their HSA can make their election during the open enrollment period. HSA employee contributions can be changed at any time during the year by contacting your benefits representative. HSA employer contributions are automatically applied for eligible employees. No action from the employee is needed to receive an employer HSA contribution.

Please contact our Benefits Help Desk or your benefits representative if you have questions about the information in this packet. Benefits representatives are determined by the first letter of your last name.

Benefits Help Desk (757) 825-4662

A - K, Sharmaine Alexander-Riggins, sriggins@hampton.k12.va.us or (757) 727-2106

L - Z, Sally Seidnitzer, sseidnitzer@hampton.k12.va.us or (757) 727-2107

HCS does not discriminate on the basis of race, color, national origin, sex, disability, age or other protected classes in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Robbin G. Ruth, Executive Director, Human Resources, One Franklin Street, Hampton, VA 23669 757-727-2000.

