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Quality education and opportunity for all students to succeed

Marilyn Adrianzen
Chief Business Official

DATE: October 19, 2018
TO: Health & Welfare Benefits – Eligible Employees
FROM: Marilyn Adrianzen - CBO *MA*
SUBJECT: **OPEN ENROLLMENT FOR HEALTH & WELFARE BENEFIT CHANGES**

Open Enrollment will be from October 24th to November 9th for eligible employees to make changes to their benefits plans. Estimated rates are attached for your reference. Voluntary plans are also available through multiple vendors who will be available during the **Health Fair to be held on Wednesday, October 24th at the SYMS' MCC, from 2:30 PM to 5 PM.** All changes made to your benefits will be effective January 1st, 2019.

Medical Benefits:

If you plan on changing medical insurance carriers or adding/dropping family members you can do so at www.myaresonline.com. Should you add your spouse and/or dependent, you will need to provide proof of marriage certificate, birth certificate and the first page of your most recent tax return. If you do not plan on making any changes, then no action is needed.

Dental, Vision, Legal and Life:

Employees only need to complete the paper forms if they are changing dental carriers, and/or adding/dropping family members. All forms are available on the district webpage, at the District Office or can be emailed to you. During open enrollment employees may opt to purchase Voluntary Life, Voluntary Spouse, Voluntary Children and AD&D insurance through the FBC. Please contact Daniel Chavez if you wish to purchase voluntary life and he will email you the forms.

American Fidelity Assurance (AFA): (November 15th through 30th)

American Fidelity will be visiting every work site to meet with you. Please sign up with your school secretary to meet with them. If you missed meeting AFA, you can meet with them at the District office on December 17 & 18, please call (866) 523-1857 ext. 0 to make an appointment. If you make out-of-

pocket contributions to medical coverage, you may want to sign up for Section 125 Pretax Plan every year!

AFA also offers Flex Reimbursement Accounts, Income Protection Disability Insurance, Life Insurance, and more. Voluntary coverage through American Fidelity will begin on January 2019 and will occur ten times per year (skipping July and August).

Waivers:

Employees are able to waive District health insurance coverage, if they show proof of coverage from a spouse. A current "Proof of Insurance" letter from member services of the spouse's carrier must be provided to Business Services by November 9, 2018. Once you waive your coverage, you will not be able to resume health benefit coverage from the District until the next open enrollment period, except for a qualifying event (birth, death, marriage, divorce, change in spouse's employment status).

Waivers must be submitted to Daniel Chavez no later than November 9th, 2018. Also, all waivers must be done on an annual basis.

If you have any questions or concerns, please contact Daniel Chavez at extension 3008.

Thank you!