


MEMORANDUM

November 19, 2007

TO: All Employees

FROM: Rudolph F. Crew, Superintendent of Schools 

SUBJECT: EMPLOYEE BENEFITS FOR CALENDAR YEAR 2008

Negotiations regarding health insurance are underway with all five employee unions that represent District employees. Although we are optimistic that an agreement can be achieved, there is not enough time to conduct open enrollment prior to the end of the year; therefore, 2008 employee benefits open enrollment is being postponed until further notice. We are hopeful, however, that open enrollment for 2008 can commence by March, 2008.

Please be aware of the following:

- **ALL EMPLOYEE BENEFITS SELECTED BY EMPLOYEES FOR 2007, INCLUDING DEPENDENT COVERAGE AND OPTIONAL FLEXIBLE BENEFIT COVERAGES, WILL AUTOMATICALLY CONTINUE INTO 2008 WITH NO DISRUPTION IN COVERAGE UNTIL AN OPEN ENROLLMENT FOR CHANGES OCCURS.**
- **ALL PAYROLL DEDUCTIONS FOR EMPLOYEE BENEFITS SELECTED BY EMPLOYEES FOR 2007 WILL AUTOMATICALLY CONTINUE WITH NO CHANGES INTO 2008 UNTIL AN OPEN ENROLLMENT FOR CHANGES OCCURS.**
- **EMPLOYEES WHO NEED TO ADD OR DELETE DEPENDENTS AS A RESULT OF BIRTHS, DEATHS, MARRIAGE, DIVORCE, OR WHO HAVE LOST COVERAGE, MAY DO SO IF THE CHANGE IS "A QUALIFYING CHANGE" AS DEFINED BY THE INTERNAL REVENUE SERVICE (IRS).**

To request a change in status, or for any additional information, please contact the customer service center of the District's employee benefits administrator (Fringe Benefits Management Company) at (305) 995-2777.

RFC:sbc
M-729

cc: School Board Members
Superintendent's Cabinet
School Board Attorney
Mr. Scott B. Clark