



Human Resources Division - Benefits Department

Open Enrollment will be held

May 1 to May 26, 2017

Soon you will need to evaluate your benefit plans and decide if you would like to make any changes. Please assess your needs and the needs of your family members to choose the best options. Stay tuned for plan enhancements.

Next Steps:

- **Watch for the emails notifying you of plan changes and when you can elect, change, or waive coverage.** You will make changes to your coverage **ONLINE** through Employee Self Service. Your coverage will remain the same if you do not make any changes.
- Benefit changes or elections will be effective 7/1/2017.
- **Flexible Spending Accounts must be re-elected each year.**
- Benefit Open Enrollment Information Sessions will be held at the following times and locations:
 - 5/2 at GTJHS Open Enrollment Session (Media Center) 3pm – 5pm
 - 5/24 at GTJMS Open Enrollment Session (Media Center) 4pm – 6pm

**INFORMATION TO BE
EMAILED IN THE NEAR
FUTURE!!**