



Enrollment Process:

The insurance benefits specialist will send the newly eligible/new employee a notice to attend a voluntary insurance benefits meeting. The insurance benefits meetings are held at the district administrative offices and last about one hour. Participation is strongly encouraged. Employees will receive an insurance benefits packet and an overview of the insurance benefits available through the district and the enrollment process.

In the event that the employee is unable to attend the insurance benefits meeting, the employee will receive the insurance benefits packet via in-district mail to their work location, with instructions for completion and return of enrollment forms.