



SOUTHAMPTON COUNTY SCHOOLS

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Dr. Gwendolyn P. Shannon, Division Superintendent

Dr. Deborah Goodwyn, Chairman
James D. Pope, III, Vice-Chairman

April 25, 2022

TO: All Employees

FROM: Jaime Harrell
Payroll & Benefits Specialist

SUBJECT: Open Enrollment for Health Insurance

Effective July 1, 2022, Southampton County Schools will offer the following three health plan options through the Local Choice Program: Key Advantage 250, Key Advantage 500, and the Optima Health Vantage HMO. **Eligible employees include all full-time and part-time contracted employees.**

Open Enrollment will be held from **May 2nd through May 16th**. All eligible employees must complete an enrollment form to either sign up for coverage or waive coverage. Enrollment forms and benefit brochures will be available at all school locations and the central office. The enrollment form must be completed, signed and returned within the enrollment period.

Rate sheet is on the back of this memo for all offered plans. Rates are effective for the next plan year which begins July 1, 2022.

All changes will be effective **July 1, 2022**. Please be aware that this is the only time you can make changes to your plan (add/drop coverage, add/drop dependents, change plans) unless you experience a Qualifying Mid-year Event. **If you are not making changes, you do not need to complete an enrollment form.**

Please contact the finance department at the central office if you have any questions or concerns. You may also email any questions to jaimeh@southampton.k12.va.us.

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