

Employee Insurance and Cafeteria Plans Open Enrollment Fairs 2009-2010 Plan Year

Open enrollment fairs are scheduled as follows. Please allow ample time (average 30 minutes to 1 hour) to complete the enrollment process.

July 13 (Monday)	1 p.m. to 7 p.m. Akins High School Cafeteria	10701 S. 1 st Street
July 14 (Tuesday)	9 a.m. to 4 p.m. Akins High School Cafeteria	10701 S. 1 st Street
July 15 (Wednesday)	9 a.m. to 4 p.m. Akins High School Cafeteria	10701 S. 1 st Street
July 16 (Thursday)	9 a.m. to 4 p.m. Akins High School Cafeteria	10701 S. 1 st Street
July 17 (Friday)	9 a.m. to 4 p.m. Akins High School Cafeteria	10701 S. 1 st Street
July 20 (Monday)	1 p.m. to 7 p.m. Lanier High School Gymnasium	1201 Payton Gin Rd.
July 21 (Tuesday)	9 a.m. to 4 p.m. Lanier High School Gymnasium	1201 Payton Gin Rd.
July 22 (Wednesday)	9 a.m. to 4 p.m. Lanier High School Gymnasium	1201 Payton Gin Rd.
July 23 (Thursday)	9 a.m. to 4 p.m. Lanier High School Gymnasium	1201 Payton Gin Rd.
July 24 (Friday)	9 a.m. to 4 p.m. Lanier High School Gymnasium	1201 Payton Gin Rd.

Enrollment packets will be available at these sites and times. Representatives from BlueCrossBlueShield (PPO and HSA health plans), First Financial Group (cafeteria plan products – dental, vision, cancer, long term disability, medical expense reimbursement and dependent child care) and Aetna (basic life & short term disability for employees and optional life for employees and dependents) will be available to assist you. Benefit Office representatives will be there to collect your completed forms.

BlueCrossBlueShield will conduct formal PPO information presentations as follows:

Mondays 1 p.m., 3 p.m., 5 p.m. and 6 p.m.

Tuesdays thru Fridays 9 a.m., 11 a.m., 1 p.m. and 3 p.m. Other presentations will occur as needed throughout the day.

IMPORTANT: Do not wait until the last week (July 27-31) to enroll at the Benefits Office. Parking space is extremely limited at CAC. BlueCrossBlueShield and Aetna representatives will not be on hand to answer your questions. The AISD Benefits staff will do their best to assist you but you will stand in a long line on a hot summer day. Do yourself a favor and please attend a scheduled enrollment session at one of the locations above.

You may contact the Benefits Office at 414-1739 for a recorded message. After July 1 information will be available on the AISD web page, www.austinisd.org Click on Human Resources, click on Benefits. Please keep copies of any forms you return by US Mail.

****** OPEN ENROLLMENT ENDS FRIDAY, JULY 31 AT 4:00 P.M.******