



3015 W. 163rd, Markham, IL 60428
Phone: 708-210-2888

Open Enrollment Announcement

Plan Year: July 1, 2025 – June 30, 2026

Open Enrollment is your opportunity to review the insurance benefit options available to you through **Prairie-Hills SD #144** for the upcoming policy year. There will be benefit changes made to the PPO and HMO medical plans, effective July 1st. All other lines of coverage (dental, vision, and voluntary life) will remain the same.

After careful consideration, Prairie Hills SD #144 will implement the following plan changes as noted on the attached Benefit Plans overview document.

Now is the time to elect your benefits if you are a **full-time employee, work 30+ hours and NOT a Long Term, Adjunct or CADRE substitute**. During this time, you may:

- Change your medical, dental, vision and/or voluntary life elections.
- Add dependents to your healthcare benefit elections.
- SSNs will be needed for all dependents you plan to enroll in the benefit(s).

IMPORTANT NOTE:

•The district introduces Employee Navigator's online enrollment platform to manage your benefit elections. No more enrollment forms!

•For this year's open enrollment, each employee will need to log on to Employee Navigator to select benefits and/or waive coverage. **This action is MANDATORY.**

•**If you do not elect benefits through the Employee Navigator enrollment platform you will NOT have coverage, effective July 1st.**

•It is recommended you attend the Employee Navigator Demo training scheduled on Wednesday, April 30th at 3:15 pm at the Prairie Hills Junior High School.

•You can elect benefits during the Open Enrollment Period that begins: **Monday, May 5th – Friday, May 30th.**

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**VistaNational/Brown & Brown will be available to answer any questions you have regarding your benefits on the following days and times:**

**Wednesday, May 7<sup>th</sup>**

- Markham Park Elementary School – 8:30am
- Nob Hill Elementary School – 9:30am
- Fieldcrest Elementary School – 10:30am

**Thursday, May 8<sup>th</sup>**

- Mae Jemison School – 8:30 am
- Highlands School – 10:30am
- Chateaux – 11:45pm

**Friday, May 9<sup>th</sup>**

- STEAM Academy - 8am
- Primary Learning Center – 9am
- District Administration - 10:15am
- Prairie Hills Junior High & Ops – 11:30am

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REMINDER: After the Open Enrollment Period, you cannot amend your coverage during the year unless you experience a change in family status, such as:

- Loss or gain of coverage through your spouse
- Loss of eligibility of a covered dependent
- Death of your covered spouse or child
- Birth or adoption of a child
- Marriage, divorce, or legal separation

If you experience a qualifying life event, please contact HR; proof of the qualifying life event must be submitted to HR within 30 days to change your current benefits elections.

If you have any questions, please contact Myrtis Haywood mhaywood@phsd144.net or 708.368.5805.