

**** IMPORTANT NOTICE - PLEASE DISTRIBUTE****

Open Enrollment for all full time employees represented by The Dade County Schools Administrators' Association (Bargaining Unit 8) and Fraternal Order of Police (Bargaining Unit 9) begins on Monday, January 31, 2005. The enrollment deadline for these employees is February 8, 2005.

THE ENROLLMENT PERIOD FOR ALL OTHER EMPLOYEES HAS ENDED.

THIS YEAR IS A CHANGES ONLY ENROLLMENT!

What does this mean?

NO CHANGES: You do not have to enroll if you want your current benefit to continue "as is" for the 2005 plan year.

NOTE: The premiums for MetLife Dental and the Long Term Disability plans have increased. Those increases will be retro active to January 1, 2005, and will be adjusted through payroll.

CHANGES: To make any changes to your current benefits such as adding or deleting any benefit or eligible dependent(s) you must enroll online at www.dadeschools.net and click on the 2005 Open Enrollment button by February 8, 2005.

NOTE: If adding a dependent(s) for the first time, you MUST submit dependent eligibility documentation to The Office of Risk and Benefits Management, W/L 9112, 1500 Biscayne Blvd. 127S, Miami FL 33132

All changes made will be effective January 1, 2005. Therefore, premium adjustments/arrears/refunds will take place through your payroll.

ENROLLMENT REPRESENTATIVES WILL BE AVAILABLE TO ASSIST YOU AT THE OFFICE OF RISK AND BENEFITS MANAGEMENT, JANUARY 31 TO FEBRUARY 8, AT 1500 BISCAYNE BLVD. SUITE 127S FROM 8:00 AM TO 4:30 PM