

April 1, 2026

TO: All Employees

SUBJECT: Open Enrollment for Health Insurance

(PLEASE NOTE ALL PREMIUMS HAVE INCREASED. SEE RATES PAGE)

Effective July 1, 2026, Southampton County Schools will offer the following **four** health plan options through the Local Choice Program: Key Advantage 250, Key Advantage 500, the Local Choice High Deductible Plan, and the Sentara Health Vantage HMO. Eligible employees include all full-time and part-time contracted employees.

Open enrollment will be held from May 1, 2026 through May 15, 2026. All eligible employees making changes or adding coverage must fill out an enrollment form. Enrollment forms, benefit brochures, and new rates are available on our districts intranet at <http://intranet.southampton.k12.va> or you can use the Local Choice Link at <https://www.thelocalchoice.virginia.gov/planinfo/employeeplans.html>. The enrollment form must be completed, signed and returned to my office within the enrollment period.

Enrollment sections to be completed:

- o Part 1
- o Part 2
- o Part 3
- o Part 4 (must be filled out entirely)

If you choose to waive coverage you **MUST** fill out:

- o Part 1
- o Part 3
- o Part 4 (must be filled out entirely)

All changes will be effective July 1, 2026. 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 Jaime Harrell at the central office if you have any questions or concerns. You may also email any questions to jaimeh@southampton.k12.va.us.