



Benefits FAQs



When do my benefits become effective?

Benefits are effective the first day of the month after you start working, or become TRS eligible. Human Resources can confirm the date for you.

When do returning employees enroll for the next school year?

Returning employees will enroll during Open Enrollment – typically in July. Open Enrollment information will be sent to all employees via your BHISD email account.

When do New Hires enroll in benefits?

New Hires will be contacted via your BHISD email account with instructions on new hire enrollment opportunities. If you are hired after the school year has begun, you will receive an email in your BHISD email account with instructions on how to enroll. All new hires must have enrollment completed within 31 days of your start date.

Do all employees need to enroll every year?

Yes! All employees must enroll each year! Because enrollment is allowed only once per year, it is very important for employees to review benefit options every year. Even if an employee is declining insurance they must walk through the benefits process every year.

What happens if I miss the deadline to enroll in benefits?

You will have to wait until the next Open Enrollment period to enroll, unless you have a qualifying life event (see below).

Can I make changes to my benefits during the year?

Generally, no. Once elections are made, they are in place for the remainder of the plan year unless you experience a qualifying life event. The BHISD plan year runs from September 1 to August 31 each year. Examples of a qualifying life event are marriage, divorce, birth of a baby, or change in job status for your spouse.

What do I do if I have a qualifying life event?

Contact Hope Rhodes in the Benefits Department as soon as possible at hope.rhodes@bhisd.net or 281.576.2221 x 1284. Changes to benefits must be completed within 31 days of the date of the qualifying event.

Where can I see what I am currently enrolled in?

Visit www.mybenefitshub.com/barbershillisd to view current benefit status (you must log in).

Where can I obtain claim forms or plan information.

Visit www.mybenefitshub.com/barbershillisd to view claim forms and plan information (login not required).

What is a Cafeteria Plan?

A Cafeteria Plan is a plan that meets the specific requirements and regulations of section 125 of the Internal Revenue Code. It provides participants an opportunity to receive certain supplemental benefits on a pretax basis.