Open Enrollment for 2025-2026
Roseland School District Employees

Renewal Period: The upcoming 2025-2026 renewal period is October 1, 2025 through September 30, 2025.

Open Enrollment Period: This is the period in which you may add or drop eligible family members, change enrollment from one plan to another (i.e. from Kaiser's high to mid plan or from Blue Shield's 80% to 90% plans) or from one carrier to another (i.e. Kaiser to Blue Shield or Blue Shield to Kaiser). **These changes are effective October 1, 2025.**

Deadlines

- **August 22, 2025** → Deadline to submit paperwork for ***timely*** *processing*
- Paperwork accepted **through September 30, 2025**, however, processing may take **4–6 weeks** from when the insurance carrier receives your forms.
    - Neither the District nor RESIG can expedite processing. Please plan your medical appointments accordingly.

Rate Changes: Rate sheets are enclosed for your reference.

Plan Changes: Kaiser and Blue Shield will remain our plan carriers throughout the upcoming 2025-2026 renewal period. Side-by-side comparisons of the plans and complete benefit summaries are included for your reference.

Forms:
*If you are **not making changes**, no forms are required.*

- Existing Member Change Form: Use this form to make plan changes (Additional forms may be required)
- Membership Change Form: Use this form for adding and/or deleting qualified dependents, name change, SSN corrections, address changes/corrections, DOB corrections etc.
- Kaiser Enrollment Form: Use this form if switching plans from Blue Shield to Kaiser.
- SISC III Blue Shield Enrollment Form: Use this form if switching plans from Kaiser to Blue Shield
- VSP (Vision) Enrollment Form: Use this form to enroll, add or delete dependents
- Delta Dental Enroll Change Form: Use this form to enroll, add or delete dependents and make changes.

Additional documentation may be required for the following:

- Name change (Social Security Card is required)
- Add an eligible spouse (2024 Federal Tax Return (1st page of Form 1040) is required)
- Add an eligible dependent (Birth Certificate is required)
- Add an eligible domestic partner (State of CA Certificate of Registered Domestic Partnership is required)
- Delete a current dependent (Certificate of Coverage or proof of qualifying event may be required)

SAVE THE DATE: Want to learn more about your benefits? RESIG will be providing a benefit training for all employees to better understand our medical, dental, and vision plan options.
Date: Thursday, September 11th
Time: 6:00 – 7:00 p.m.
Location: Zoom (Zoom link will be sent out prior to the meeting)

If you have any questions, please don't hesitate to reach out to Jenny Young (jyoung@roselandsd.org), Maria Lease (mlease@roselandsd.org), or Ana Contreras (acontreras@roselandsd.org).