

BOCES NEWS TO USE

DUTCHESS BOCES Human Resources
Norah Merritt, *Executive Director*

OCTOBER 2015

Click link for more information...

OCTOBER

SALARY NOTICES: For your convenience the notice is now available through Employee Self Service portal on WinCap Web: <https://wincapweb.com/>
For more information, contact
Norah Merritt, Executive Director HR
486-4800 Ext. 2278

AFLAC SPECIAL INSURANCE Enrollment for 2016 Calendar Year

Year: The following special insurance is available to our employees through AFLAC. November 3rd through November 27th, 2015 is the open enrollment period for the 2016 Calendar Year.

1. An AFLAC Disability plan (not pre-tax)
2. The AFLAC Cancer Protection Plan
3. The AFLAC Dental Plan
4. The AFLAC Accident Plan
5. The AFLAC Hospitalization Plan
6. The AFLAC Life Insurance Plan (not pre-tax)

Note: These policies roll over each November and need not be renewed on a yearly basis.

FLEXIBLE SPENDING PLAN

Enrollment for 2016 Calendar Year:

This plan, offered by WageWorks, gives you the option to use pretax dollars. The enrollment period for the Flexible Spending Plan for the 2016 Calendar Year will be November 3rd through November 27th, 2015.

The Flexible Spending Plan consists of two options: Flexible Spending Plan for Dependent Day Care and Flexible Spending Plan for eligible unreimbursed Medical and Dental expenses. It is important to remember that you will need to complete an Enrollment Form each November to take advantage of this benefit for the following year. There will be 20 payroll deductions during the plan year; deductions will not be made during the months of July and August.

What's Ahead...

AFLAC REPRESENTATIVES WILL BE AVAILABLE

NOVEMBER 12th

CTI - RM 10 10 am - 1pm

SPC - Media Library 1pm - 4:30 pm

NOVEMBER 13th

BETA - AHS Curriculum Rm 10 am - 1pm

ADMIN - Small Conference 1pm - 4:30 pm



National Breast Cancer Awareness

National Breast Cancer Awareness Month is an annual campaign to raise awareness about the importance of early detection of breast cancer. Breast cancer is the second most common kind of cancer in women. About 1 in 8 women born today in the United States will get breast cancer at some point. The good news is that many women can survive breast cancer if it's found and treated early. A mammogram – the screening test for breast cancer – can help find breast cancer early when it's easier to treat. Learn more about lowering the risk for breast cancer and early detection of breast cancer.

For more information, please visit:

<http://www.nationalbreastcancer.org/breast-cancer-awareness-month>

Health Announcement to all BOCES Employees: Cancer Screenings▶

New York State Legislation was passed allowing public employees release time from work for breast and prostate cancer screenings. The release time is one allowance, not to exceed 4 hours, per fiscal year, July 1st to June 30th.

What to do▶

- Fill out a Personal Day form (See your supervisor or program secretary for the three-part form)
- Check OTHER for the reason of absence • Indicate HEALTH SCREENING

Documentation from your physician, after the screening, is required. The Personal Day form will be forwarded directly to: Norah Merritt, Executive Director of Human Resources.

For any questions please contact▶

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Human Resources

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