

Michael L. Convery
Assistant Superintendent

Jason Martin

*Director of Technology & Physical
Plant*

Cheryl E. Coogan
Director of Special Education

Andi Rioles
HR Manager

Dr. Michael J. Almeida
Superintendent



Katherine J. Duncanson, Esq.
*Director of Compliance &
Human Resources*

Teresa Medeiros
Educator Quality & Director of ESL

Dr. Lynne F. Burke
*Director of Educational Technology
& Information Systems*

IMPORTANT NOTICE REGARDING YOUR BENEFITS

DATE:

Dear Coventry Employee,

Coventry Public Schools is implementing a policy effective July 1, 2015 that requires that your spouse (including common law spouse and domestic partner where applicable), or ex-spouse who remains on your coverage due to a requirement in your divorce decree ("qualified ex-spouse"), to obtain primary healthcare coverage through his or her employer, if such coverage is available. Coventry Public Schools will allow your spouse or qualifying ex-spouse to remain on your Coventry Public Schools plan, **but will provide secondary coverage only**. In other words, Coventry will not pay for benefits until after your spouse or qualifying ex-spouse's coverage has paid. This change will not reduce your or your spouse's overall level of healthcare coverage.

If coverage is available to your spouse or qualifying ex-spouse and he/she is not currently enrolled in his/her employer's plan, this letter serves as notice that your spouse or qualifying ex-spouse will no longer be eligible for continued coverage under Coventry's plan on 7/1/2015, and must enroll in his/her employer's plan before that date. Once your spouse or qualifying ex-spouse enrolls in coverage through his/her employer, they will be eligible for secondary coverage under your Coventry plan.

Additionally, **Coventry will reimburse you for any employee contribution that your spouse or ex-spouse is required to make** as a result of enrolling in their own employer sponsored health plan.

Enclosed please find a certification form which must be completed and returned to Mercer at the address below no later than **April 30, 2015**. **Your failure to complete and return the enclosed form will result in the termination of your spouse, domestic partner or ex-spouse from Coventry's health care plans as of July 1, 2015.**

Human Resources
Coventry Public Schools | 1675 Flat River Road | Coventry, Rhode Island 02816
ph (401) 822-9400 | fax (401) 822-9464
www.coventryschools.net

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Attached is a list of Frequently Asked Questions regarding these changes. Coventry will also be holding educational meetings during the weeks of February 2nd and February 9th to answer any questions you may have. Below is a list of meeting dates and locations. Please make every attempt to attend one of these meetings.

Meeting Date / Time	Location
Monday, February 2, 2015 / 3:20pm - 4:20pm	Blackrock Elementary School
Tuesday, February 3, 2015 / 3:30pm - 4:30pm	Western Coventry Elementary School
Thursday, February 5, 2015 / 2:15pm - 3:30pm	Coventry High School
Thursday, February 5, 2015 / 2:35pm - 3:35pm	Alan Shawn Feinstein Middle School
Thursday, February 5, 2015 / 3:45pm - 4:45pm	Washington Oak Elementary School
Thursday, February 5, 2015 / 3:50pm – 4:50pm	Hopkins Hill Elementary School
Wednesday, February 11, 2015 / 3:20pm – 4:20pm	Tiogue Elementary School

Additional questions regarding the policy or required forms and documentation should be directed to Mercer at CoventryCOB@mercer.com. Mercer will also be offering office hours on Fridays from 10:00AM to 12:00PM EST beginning in mid-February through the end of April. Visit the link below to schedule a 10 minute phone appointment: <https://booknow.appointment-plus.com/7zrt0jcq/>

Thank you,

Katherine J. Duncanson

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