

The HR Connection



WHAT YOU WILL FIND IN THIS ISSUE:

- Hiring and staffing updates
- Certification reminders
- Medical and Vision updates
- Flexible spending accounts
- Teledoc
- Why you need a colon screening
- EAP
- Tips on keeping to your New Years resolutions
- "Lace up for Education" District-wide Virtual 5k
- Important dates
- HR contact information

A Message From The Executive Director:

I am proud to say that I get to work at the top school district in the state of Florida and one of the best in the nation. We are only the best because we employ the best.

Here in Human Resources, we want to say that it is our pleasure to assist all employees, applicants, and retirees in any way possible. We realize that we are the first contact for all potential employees, and we pride ourselves on customer service. From the time a person clicks on the district website for a potential job, until long after they have retired, we remain in contact.

This quarterly newsletter is intended help improve your relationship with the Human Resources Department, and to provide information to improve not only your work relationship, but also other aspects of your life. We can help you better understand your benefits, retirement, wellness opportunities, professional growth opportunities, personal and professional leaves, compensation, and work place protections entitled to you.

We hope you find this newsletter valuable. If you are not seeing topics that are relevant to you, please let us know. Our next quarterly newsletter will be issued in April. Remember, we work for you!

Roy A. Sprinkle
Executive Director of Human Resources and Labor Relations
Sarasota County School Board

STAFFING NEWS YOU CAN USE!

A Friendly Certification Reminder:

All teachers at Title I schools must be State certified. This includes all regular teachers and long-term substitutes. For this reason, someone certified in another state must go through the FL certification process to obtain a valid Florida teaching certificate, even if their state has reciprocity with Florida, before they can teach or be a long-term sub at a Title I school. Similarly, someone who is eligible for a temporary certification may not be a long-term sub at a Title I school. In both of these situations, the person does not currently hold a valid Florida teaching certificate and therefore cannot serve as a teacher or long-term sub at a Title I school. If we have a Florida-certified teacher who is teaching out-of-field (e.g., certified in another area, or lacking ESOL endorsement), we must send home the Parent Right to Know letter (also known as the 4-week letter) to parents of all students taught by that teacher once he/she has been there four weeks, and whenever a new student is taught by the teacher.



New and Noteworthy: DOE has gone paperless

Please visit the new Educator Certification Online Licensing System to complete and submit all applications. On your first visit, click Begin Here for Sign-up to create a new online user account and complete Initial Onboarding to match your user account to your existing records. <https://flcertify.fldoe.org/datamart/login.do> We have step by step directions available for assistance.

Emerging Educator:

Our first cohort is successfully working toward becoming certified teachers. Many members are currently registering for required tests and courses. We look forward to sharing their progress in future newsletters.

WinOcular:

We are excited to announce we've successfully made it through our first hiring season using WinOcular to post all our open vacancies and we are continuing to explore potential future enhancements. In October, we sent out a survey regarding the new posting system enhancements to cost center heads, their administrative assistants, and assistant principals seeking feedback about the new system. We've compiled the results and are working very hard to make the changes requested that will benefit the greater good. We will keep you abreast of our progress in the next newsletter.

Recruitment News:

November: We participated in two state schools' recruitment fairs: FGCU and UCF.
December: We hosted a substitute recruitment fair with a focus on our south county schools.
January: We are attending the Council for Exceptional Children convention.

Benefits Highlights

Presented by Risk Management

Medical

New PPO Network for 2019.
PPO plan members will now be in the Blue Options Network.



New Cards were sent out from Florida Blue to all members that reflects the new network for the PPO plan and a new customer service phone number

Florida Blue 365 Member Website

Set up your FREE Florida Blue 365 membership by going to:

<https://www.blue365deals.com/>

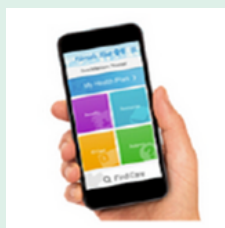
- Find discounts on health products and services
- Find valuable information on health and wellness care programs
- View video library on health living and condition management

Set up your member account

www.Floridablue.com

Download the FL Blue App to:

- See claims
- View member card
- Find providers
- Find pharmacies



Vision

Humana Vision Care Plan is Now "HUMANA VISION CUSTOM 120"



Here are some of the new vision benefits you can look forward to in 2019!

- New Vision Cards were sent out in January.
- Retinal imaging coverage with a member copay.
- Care and testing benefits for diabetes.
- You can go online to glasses.com to buy classes anytime, from anywhere and use your in-network benefits.
- Use your contact lens allowance online at www.contactsdirect.com. Your in-network benefits instantly apply to your purchase price.

Did you know that periodic eye exams are an important part of routine preventive health care? Early detection and treatment is critical for maintaining good vision and preventing vision loss. Eye exams play a crucial part in detecting symptoms for certain diseases such as high blood pressure, diabetes, hypertension, and glaucoma.

There is more information online at our website or you can visit humana.com.

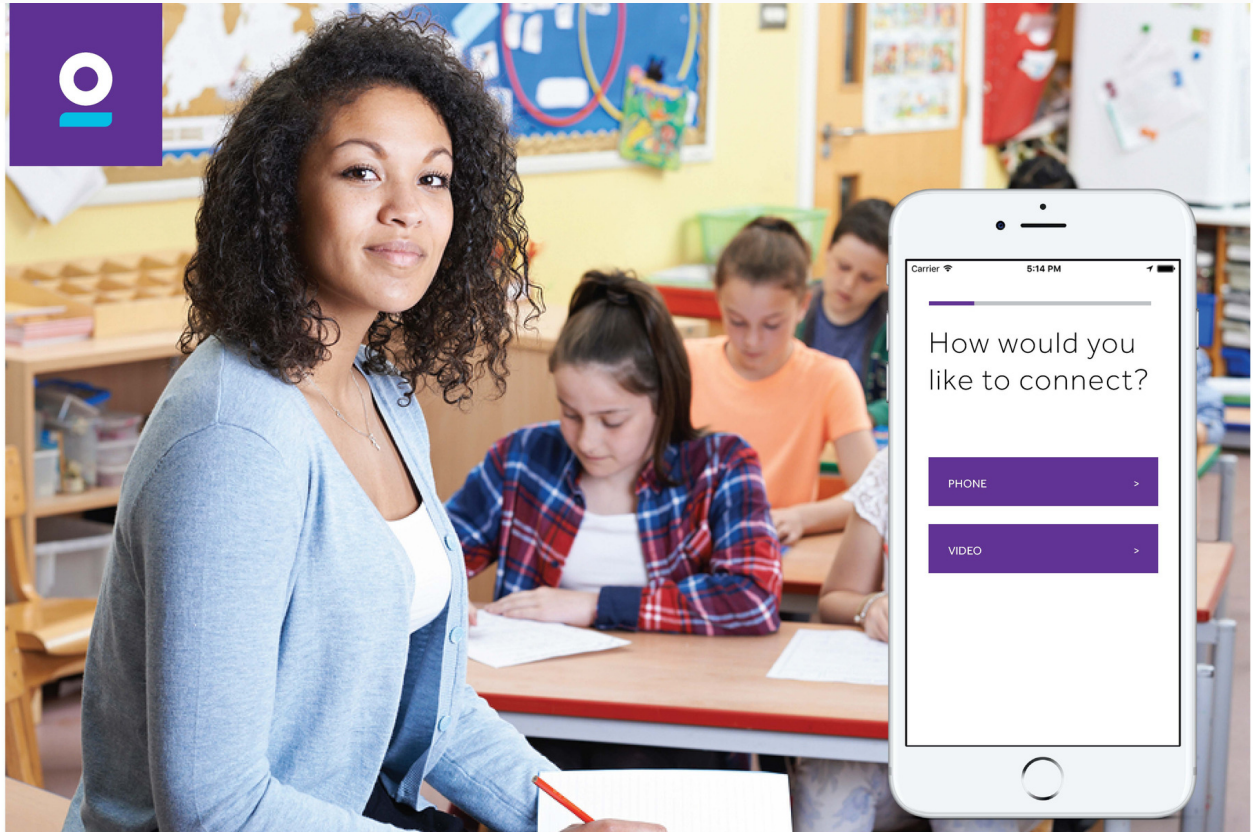
2018 FSA Reminder



Time is running out...don't let your flexible spending account vanish!

You have until March 31, 2019 to submit your expenses incurred in 2018. After March 31, 2019, any money remaining in your FSA(s) will be forfeited.

Questions - contact Discovery Benefits at 1-866-451-3399 or go to their website at www.discoverybenefits.com.



When getting better faster means everything, **you've got Teladoc!**

Flu season has arrived. Fortunately, if you do get sick, you have 24/7 access to a U.S. board-certified Teladoc® doctor by phone or video.

Get the care you need and get back to making memories.

FLU PREVENTION TIPS

- Avoid close contact with anyone who is sick
- Wash your hands frequently
- Clean surfaces with a germ-killing disinfectant
- Get your annual flu vaccine

Talk to a doctor for less than your PCP copay!

 Teladoc.com  1-800-TELADOC (835-2362)   Download the app



HMO High: \$15
HMO Low: \$20

High PPO: \$20
Low PPO: \$25



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DO I REALLY NEED A COLON SCREENING?

Yes! Colorectal cancer (cancer of the colon or rectum), when discovered early, is highly treatable. Most colorectal cancers develop first as polyps, which are abnormal growths inside the colon or rectum that may later become cancerous if not removed.

Colorectal cancer is the third most common cancer in the US, and the second leading cause of cancer death. It affects men and women of all racial and ethnic groups, and is most often found in people 50 years or older. However incidence in those younger than 50 is on the rise.

All men and women should be screened for colorectal cancer. Your individual risk factors – such as ethnicity, lifestyle and family history – will determine when you should start getting checked. For most adults, it is recommended that colorectal cancer screening should begin at age 50.

In addition to screening, there are other things you can do! Eat well, get your exercise, know your family history, and avoid alcohol and cigarettes.

There are different types of screenings available. Talk to your doctor about which screening is right for you, and when you should be screened.

For more information on this article, visit: <https://www.ccalliance.org/>

HAVE YOU HEARD OF COLOGUARD?

Cologuard Screening is covered by your Medical Insurance for covered members age 50+ (who are on the District's provided Health Insurance.) Cologuard is an easy to use, noninvasive colon cancer screening test that you can use in the privacy of your own home. Talk to your doctor about which type of screening is best for you.



Questions?

Talk to your doctor or call us at the number on the back of your member ID card.

Cologuard Details

- Non-invasive option you can do at home
- No preparation is required
- For individuals 50 and older
- It may be covered at little or no cost to you*
- Asymptomatic and average risk for colon cancer
- No family history of colon cancer
- Falls under the preventive screening guidelines
- Provides for a 3-year testing schedule

How it Works

- 1 Talk to your doctor about Cologuard and if it's an option for you. If it is, your doctor will write you a prescription for Cologuard.
- 2 Send your prescription to Cologuard—visit cologuardtest.com for details.
- 3 Once you receive the collection kit mailed to your home, you'll follow the instructions to return the sample to the lab with a prepaid, preaddressed box.
- 4 Your doctor will receive your results within 2 weeks.

Employee Assistance Program (EAP)

How do I access these services?

EAP and Work-Life are convenient, confidential and provided at no cost to you and members of your household. We're here 24 hours a day, seven days a week, so call anytime.

Life made easier.



For free and confidential assistance, call **1-866-440-6556** or visit us at **Humana.com/eap**

Username: scs
Password: scs

EAP and Work-Life Services



Your company understands that job satisfaction and higher productivity are best achieved when employees' personal needs are being met, and when their work and personal lives are in balance. That's why your company offers you EAP and Work-Life – to help you meet your unique personal needs and life events.

What is an EAP?

An Employee Assistance Program (EAP) offers short-term counseling up to 3 sessions per issue per year to help you and members of your household manage everyday life issues. EAP professionals are available to assist you with:

- Everyday needs and life events
- Weight control
- Emotional issues
- Relationship concerns
- Family relationships
- Coping with a serious illness
- Sleeping difficulties
- Loss of a loved one
- Eating disorders
- Workplace concerns
- Smoking cessation

What is Work-Life?

Work-Life offers extensive assistance, information, and support to help you achieve a better balance between work, life, and family to help make your life easier. You can access information and self-search locators to find resources and providers that can help you with:

- Convenience services
- Housing options
- Child care
- Financing college
- Home ownership
- Caregiving from a distance
- Moving and relocation
- Finding colleges and universities
- Services and education for children with special needs
- Adoption, pregnancy and infertility
- Adjusting to retirement
- Locating services and care for older adults
- Pet care
- Finding schools
- Tutors and test prep
- Child development
- Recreational activities
- Consumer education



KEEPING TO YOUR NEW YEARS RESOLUTION

BY: AMERICAN PSYCHOLOGICAL ASSOC.

It is important to remember that the New Year isn't meant to serve as a catalyst for sweeping character changes. It is a time for people to reflect on their past year's behavior and promise to make positive lifestyle changes. By making your resolutions realistic, there is a greater chance that you will keep them throughout the year, incorporating healthy behavior into your everyday life. The American Psychology Association (APA) offers these tips when thinking about a New Year's resolution. Start small

Set small,
obtainable goals
throughout the
year!



1. **Start Small.** Make resolutions that you think you can keep. If you want to exercise more, for example, plan on going to the gym 3 or 4 times per week instead of 7.

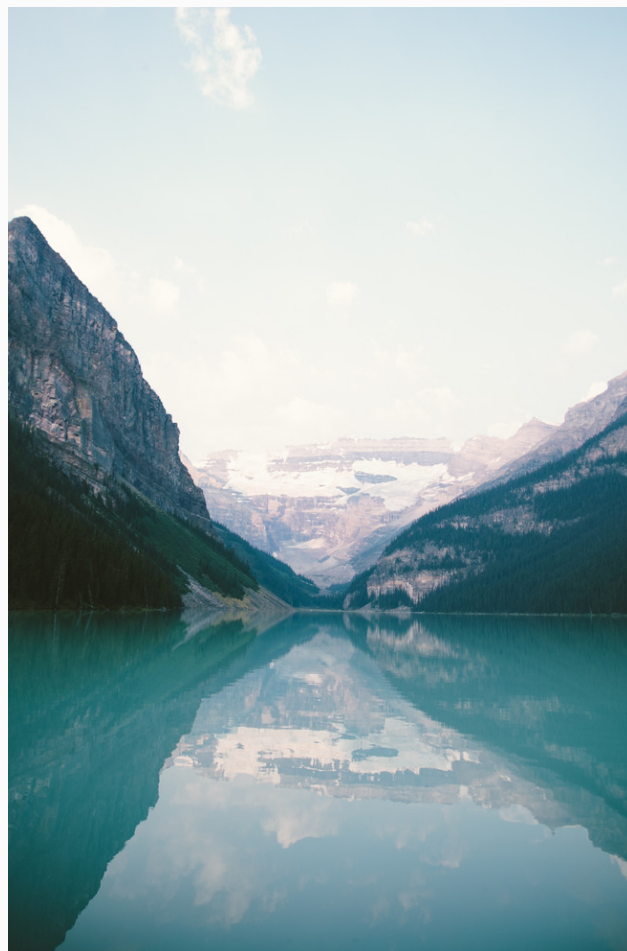
2. **Change one behavior at a time.** Unhealthy behaviors develop over the course of time. Instead of trying to change everything at one time, work toward changing one thing at a time.

3. **Talk about it.** Share your experiences with family and friends. Consider joining a support group to reach your goals, such as a workout class at your gym or a group of coworkers quitting smoking.

4. **Don't beat yourself up.** Perfection is unattainable. Remember that minor missteps when reaching your goals are completely normal and OK. Resolve to recover from your mistakes and get back on track. Every day is a new day.

5. **Ask for support.** Accepting help from those who care about you and will listen strengthens your resilience and ability to manage stress caused by your resolution. If you feel overwhelmed or unable to meet your goals on your own, consider seeking professional help.

For the full article, go to:
<http://www.apa.org/helpcenter/resolution.aspx>



Tivity Health - Fitness Your Way Can Help You Reach Your Fitness Goals!

Florida Blue members can access a network of gyms for only \$29/month (and a one-time registration fee of \$29). Visit any participating fitness location - anytime, anywhere - as often as you would like!

Call 888-242-2060 for more information
or to sign up!



1ST ANNUAL SARASOTA COUNTY SCHOOLS



LACE UP FOR EDUCATION VIRTUAL RUN & WALK 3.1.19 - 3.31.19

This is a Virtual Race. A virtual race can be run (or walked) from any location you choose between March 1, 2019 and March 30, 2019. Record your results and receive your medal. Anyone can join the fun!

- *All registered participants get a medal!
- *Proceeds go to the school of your choice!
- *School with the most registrations gets a bonus!
- *Early registration is \$29 and ends 2.3.19!
- *Regular registration is \$35 starting 2.4.19!

REGISTER ONLINE AT

<https://sarasotacountyschools.net/virtualrace>



Voluntary Retirement Savings Plans

2019 401(k)/403(b)/457 Changes to Annual Contribution Limits

- 2019 Contribution limit will increase to \$19,000.
- If you are age 50 or over, the catch-up contribution limit will remain the same at an additional \$6,000, totaling \$25,000.
- The 457 plan limit is separate.

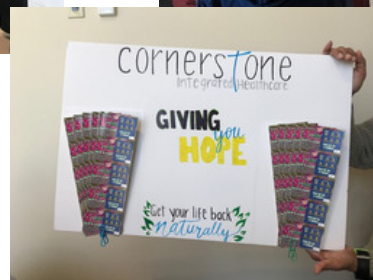
Reminder: The combined total you can contribute to a 401(k)/403(b) plan(s) cannot exceed the contribution limit.



Employee Health and Wellness Fair on March 15, 2019 at North Port STC from 11am - 2pm.

There are so many great reasons to attend!

- Get a free biometric health screening
- Get a free skin check
- Meet with health benefits providers
- Attend a wellness workshop
- Attend a Medicare Supplement workshop
- Meet with community partners who specialize in wellness
- Meet with 401(k) and 403(b) representatives
- Receive amazing door prizes...
- ...and much, much more!



Important Dates!

January

1/7/19: "Lace up for Education" Virtual Run Early Registration Opens!

1/14/19: "Master Your Motivation" Seminar at the Landings

1/15/19: "Master Your Motivation" Seminar at STC - North Port

1/15/19: FRS Workshop "Income Tax Planning" at the Landings

February

2/4/19: "Lace up for Education" Virtual Run Early Registration Ends and Regular Registration Opens

2/7/19: FRS Workshop "Protecting Yourself and Loves Ones" at the Landings

2/11/19: "Recognizing Depression" Seminar at STC - North Port at 4:45pm

2/26/19: "Recognizing Depression" Seminar at the Landings at 4:45pm

March

3/1/19 - 3/31/19: "Lace up for Education" Virtual Run!

3/7/19: FRS Workshop "Nearing Retirement in the FRS" at STC Sarasota

3/15/19: Employee Health and Wellness Fair at STC - North Port

3/17/19: FRS Workshop "Understanding the FRS Investment Plan" at the Landings

3/31/19 - FSA Deadline to Submit Claims for 2018

HR Contact List

HR Staff Member	Area of Responsibility	Extension
Roy Sprinkle.....	Executive Director of Human Resources.....	31213
Bonnie Bell.....	Sick Bank support, track intermittent FMLA use.....	31213
Danielle Schwied.....	Supervisor, Staffing Administration.....	31205
Andrea Jordan.....	Administrative Applications, recruitment support.....	31312
Suzanne Barron.....	Certification Specialist.....	31211
Lynne Mendez.....	Certification Specialist.....	34734
Cynthia Hudson.....	Certification support, Changes of address.....	31206
Missy McNatt.....	Employment Specialist, Posting, Staffing.....	31219
Isabel Duqueyarza.....	HR front desk, application support.....	31202
Borbala Stephenson.....	HR front desk, application support.....	31200
Lisa Wagoner.....	HR front desk, application support.....	31220
Keisha Wilson.....	HR front desk, application support.....	31207
Al Harayda.....	Supervisor, Employee Relations, Equity.....	31217
Cinda Cassity.....	Records service credits.....	32238
Gerry Gobourne.....	Salary, supplements and LOA for non-instructional.....	31210
Laura Messer.....	Salary, supplements and LOA for instructional.....	34736
Judith Ott.....	Sub-Central.....	31266
Anita Ross.....	Employment verification, Best and Brightest, SS Staffing.....	31209
Lynn Peterson.....	Supervisor, Risk Management.....	32315
Jarett Curtis.....	FRS Retirement, Medical.....	32318
Beth Baranowski.....	Dental, Vision, Life, LTD.....	32317
Sabine Flesch.....	Aflac, 401k, 403b, 457b, workers comp.....	32316
Erin Singerman.....	Employee Wellness Coordinator.....	31363
Valeta Clark.....	FSA, ACA, OSHA, workers comp, HIPPA.....	31201
Martina Olson.....	FL Blue Representative.....	32314