

MEMORANDUM OF UNDERSTANDING		
1	Terms and Definitions - items 4, 9, 10, 13, 18, 19, 24, 32, and 33	UPDATED TEXT – moved acronyms to the end of each definition for the referenced items
2	Terms and Definitions - item 36	UPDATED DEFINITION – Website: revised ParTNers to Partners
3	INTRODUCTION	UPDATED TEXT: Removed the blank for the LEA name and moved it to the signature section
4	Section 1 – item 2	UPDATED TEXT: Added text to clarify that the intent to enroll is only required when joining the Local Education Plan; added language to detail the majority vote and verification requirements
5	Section 1 – item 4	UPDATED TEXT: Removed “and retirees” in the first sentence since the LEA is only responsible for enrolling employees
6	Section 1 – item 8	NEW ITEM: Added language to explain requirements around litigation or settlements related to claims paid by the plan or premiums paid to the plan
7	Section 1 – item 9	UPDATED TEXT: Added language in section e to clarify that changes to Additional Benefits require approval
8	Section 1 – item 13	UPDATED TEXT: Added language to explain that the contribution levels provided must include service and contribution documentation
9	Section 1 – item 17	UPDATED TEXT: Added language to detail the majority vote and verification requirements for withdrawal
10	Section 1 – item 27	UPDATED TEXT: Added language specific to an LEA’s request for large claims information
11	Section 2 – item 8	NEW ITEM: Added language to explain requirements that the agency must not store operational documents or member communications regarding healthcare benefits in human resource files or records management systems without prior approval from BA
12	Section 3 – item 2	UPDATED TEXT: Added language to clarify that information should be provided within 5 calendar days of the hire date or date the employee otherwise becomes eligible, including insurance and enrollment information and the checklist; added text to clarify the 30-calendar day enrollment period includes the hire date or date the employee otherwise becomes eligible
13	Section 3 – item 20	NEW ITEM: Added language to explain the requirement to complete the annual ABC survey
14	MISCELLANEOUS	Various other updates involving non-substantive changes made throughout the document, such as renumbering to accommodate other changes, inserting acronyms or abbreviations, adding non-substantive clarifying words, deleting non-substantive, extraneous text, and updating web links
EXHIBIT A WITHDRAWAL FROM STATE SPONSORED LOCAL EDUCATION INSURANCE PLAN		
1	Item 1	UPDATED TEXT: Added language to clarify “Plan” means the State Sponsored Local Education Plan; added language to clarify majority vote and written verification of agreement to withdraw
2	Item 2b	UPDATED TEXT: Removed outdated reference to BEP
3	Items 3a-3f	UPDATED TEXT: added language to clarify 24 -month withdrawal period means 24 consecutive months out of the plan; added language to clarify how withdrawal impacts voluntary benefits ; deleted other language to allow for simplification and reorganization
4	Item 3g	NEW ITEM: Added distinct item for returning agencies
3	MISCELLANEOUS	Other non-substantive changes, such as renumbering to accommodate other changes

NEW UPDATES EFFECTIVE APRIL 2025		
1	Terms and Definitions – item 2	UPDATED DEFINITION – Agency Benefits Coordinator (ABC): revised to clarify the role of the ABC as liaison between the LEA and BA and to recognize that an ABC may be a designated and trained employee of the city or county government that oversees benefit enrollment and benefit premium payments for the LEA upon approval by BA
2	Terms and Definitions – item 24	UPDATED DEFINITION – Memorandum of Understanding (MOU): revised to clarify existing expectations for completing and returning the MOU, persons responsible for executing the MOU, and administrative actions an LEA shall be subject to for failing to complete and return a MOU or failing to abide by all provisions of the MOU
NEW UPDATES EFFECTIVE AUGUST 2025		
1	Terms and Definitions Item 20	UPDATED TEXT – added “medical” before “insurance plans”
2	Section 1 – item 1	NEW ITEM/UPDATED TEXT: Moved requirement for minimum % enrollment of eligible employees up from previous location to become a new item 1 and added language to clarify required percentage enrollment determination occurs upon joining and each August 1 thereafter
3	Section 1 – item 2	UPDATED TEXT: deleted minimum enrollment text and verification requirements (now under Sec 1, item 1)
4	Section 1 – item 3	UPDATED TEXT: Added text to clarify who can serve as an ABC
5	Section 1 – item 4	UPDATED TEXT: Updated item reference to align with renumbering
6	Section 1 – item 5	UPDATED TEXT: added “provided that they remain enrolled in the Local Education Plan” to the end of the first sentence in (a); added “in the Certificate of Coverage” at the end of (d)
7	Section 1 – item 7	UPDATED TEXT: Corrected PD reference in second paragraph from Section 3 to Section 2
8	Section 1 – item 9	UPDATED TEXT: Added “subsidize, market, broker, or incentivize” to (d); Added language to the first sentence of (f) to specify “marketing, brokering” with regard to “individual or agency” participation
9	Section 1 – item 27	UPDATED TEXT: Capitalized “Website” to reflect defined term
10	MISCELLANEOUS	Other non-substantive changes, such as renumbering to accommodate other changes
EXHIBIT A WITHDRAWAL FROM STATE SPONSORED LOCAL EDUCATION INSURANCE PLAN		
1	Item 1	UPDATED TEXT: Added language to clarify “Plan” meaning as defined in the MOU