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Chicago Public Schools

**Instructions for Decision Doc – Email Template**

**Email Template to School Administrators**

*Use the below email template to send to HR managers, requesting individual locations promote Decision Doc to their employees.*

Dear School Administrators,

We’re pleased to announce that we are continuing our partnership with HYKE (formerly MyHealthMath) for the 2024 benefits year! Their easy-to-use platform, *Decision Doc*, makes it easy to better understand benefit options and feel more confident about benefits choices – at no extra cost! **Employees who use *Decision Doc* save over $1,300 a year on average.**

We’ve attached some materials to print out and post in break rooms, near mailboxes, or anywhere else you think teachers and staff will see the materials. This will assist in promoting Decision Doc to employees and ensure that employees are enrolling in their optimal benefits for 2024.

Questions about Decision Doc? Please email the HYKE team at [questions@letshyke.com](mailto:questions@letshyke.com)

Thank you for your assistance in helping to promote Decision Doc!

Sincerely,

Chicago Public Schools