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Mrs. Helen E. Payne
Superintendent

Mrs. Amy S. Lerner
School Business Administrator

MEMORANDUM

DATE: NOVEMBER 8, 2021
TO: ALL STAFF
FROM: AMY
RE: FLEXIBLE SPENDING ACCOUNTS – OPEN ENROLLMENT

DEADLINE NOVEMBER 19, 2021

As part of the Health Benefit Reforms (P.L. 2011 c.78), school districts must provide a Health Care Flexible Spending Account (FSA) option to employees. A Health Care FSA allows an employee to set aside a portion of their earnings to pay for qualified medical expenses on a pre-tax basis.

The law also permits a school district, at the Board of Education's option, to offer Dependent Care Flexible Spending Accounts for certain expenses used to care for dependents that live with the employee while the employee is at work. The Board of Education has made this additional benefit available to you.

It is not required that you participate in either plan; however, both plans are available to you. The district has selected Ameriflex to administer the plans and more information is available regarding the FSA program at www.flex125.com. As a reminder, the dependent care has a maximum of \$5,000 per year contribution and the medical care is a maximum of \$2,500.

If you would like to participate in either plan for the period of *January 1, 2022 thru December 31, 2022*; November is the open enrollment period in which you *MUST* sign up. Attached please find the enrollment form to fill out and submit to Rose. You must have been an employee for 30 consecutive calendar days and work at least 25 hours per week to be eligible to participate.

Additionally, please note that accounts DO NOT automatically renew. If you would like to participate during 2022, you must complete the enrollment form attached and select your ANNUAL contribution amount that is highlighted.

If you have any questions, please feel free to contact either myself or Rose Wolenski.