

November 13, 2018

To: All Jefferson County SD 509J Employees

From: Jeanie Traxtle, Human Resources

Re: NEW! Section 125 Open Enrollment

THIS MEMO CONTAINS IMPORTANT INFORMATION ABOUT YOUR ABILITY TO SIGN UP FOR JEFFERSON COUNTY 509J'S IRS SECTION 125 PLAN TO ENABLE YOU TO PAY HEALTH PREMIUMS, FLEXIBLE SPENDING ACCOUNTS AND OTHER ITEMS ON A PRE-TAX BASIS.

Once again, we are pleased to announce Jefferson County 509J's IRS Section 125 Plan Administrator is American Fidelity Assurance Company. Todd Wells will be the lead American Fidelity Representative, and they will be in JCSD 509J December 3 – December 20, 2018, to provide information and afford you an opportunity for an informative, confidential, no pressure session to take advantage of the program. Neither the school district nor American Fidelity receives any commission, rebate or other form of compensation if you participate, or not.

The Section 125 Plan gives you an opportunity to pay dependent care expenses, unreimbursed medical expenses, including some over-the counter medicines, and certain insurance premiums on a tax-free basis. For those who are enrolled in MODA Evergreen and Fir Plans an HSA is offered under section 125 to help enhance your medical benefits. We are enrolling the Section 125 plan year that begins January 1, 2019 and ends December 31, 2019. **Debit Cards and a Mobile App for the Flexible Spending Accounts (FSA's) are available also. You must sign up each year if you wish to participate in Medical/Health and or Dependent Daycare FSA.**

You are required to at least sign an election form indicating whether or not you wish to participate in the Section 125 Plan. Your signature enables the district to verify we are following IRS compliance regulations in offering this program. Please review your schedules to allocate time to meet with Todd Wells or Eric Plews at your location. As with the last couple of years, an online appointment scheduler will be sent out via email (Transportation/Maintenance paper sign up sheets at the office), so you can easily make an appointment that best suits you. Please utilize your before work, prep, lunch, or after work time. All required paperwork must be completed by December 22, 2017.

Our employee benefit program has many features and options, including several new opportunities. **PLEASE CHECK WITH THE HEAD SECRETARY OF THE SITE YOU ARE AT, FOR THE LOCATION OF MEETINGS AND IF YOU NEED THE LINK AGAIN FOR THE ELECTRONIC SIGN UPS. TRANSPORTATION/MAINTENANCE WILL HAVE PAPER SIGN UPS SHEETS.**

Todd Wells is our Benefits Consultant. His telephone number is 1-877-293-1090 ext. 13 or email todd.wells@americanfidelity.com. Should you have questions beforehand, I am ready to help as well.

SECTION 125 SIGN-UP SESSIONS

Representative - Todd Wells

Representative - Eric Plews

Day	Date	Time	Location	Time	Location
Mon	12/3	1:00 pm – 4:00 pm	Bridges High School	8:00 am - 4:00 pm	Madras High School
Tue	12/4	8:00 am - 4:00 pm	Madras Elementary	8:00 am - 4:00 pm	Madras High School
Wed	12/5	8:00 am - 4:00 pm	Madras Elementary	8:00 am - 4:00 pm	Madras High School
Thu	12/6	8:00 am - 4:00 pm	Buff Elementary	8:00 am – 4:00 pm	Madras High School
Fri	12/7	8:00 am - 4:00 pm	Buff Elementary	8:00 am - 3:00 pm	Madras High School
Mon	12/10	8:00 am - 4:00 pm	Warm Springs K-8 Academy	8:00 am - 4:00 pm	Metolius Elementary School
Tue	12/11	8:00 am - 4:00 pm	Warm Springs K-8 Academy	8:00 am - 4:00 pm	Metolius Elementary School
Wed	12/12	8:00 am - 4:00 pm	Warm Springs K-8 Academy	8:00 am – 12:00 pm /1:00 pm - 4:00 pm	JCESD Office/District Office/Transportation/Maintenanc
Thu	12/13	8:00 am - 4:00 pm	Warm Springs K-8 Academy	8:00 am – 4:00 pm	Transportation/Maintenance
Fri	12/14	8:00 am - 4:00 pm	Warm Springs K-8 Academy	8:00 am – 4:00 pm	Transportation/Maintenance
Mon	12/17	8:00 am - 4:00 pm	Jefferson County Middle School		
Tue	12/18	8:00 am - 4:00 pm	Jefferson County Middle School		
Wed	12/19	8:00 am – 4:00 pm	Jefferson County Middle School		
Thu	12/20	8:00 am – 4:00 pm	Jefferson County SD 509J District Office		