

Hi Tiger Nation,

It is time for Open Enrollment for the **District's Flex Spending Plan** for Healthcare and Dependent Care costs. The Open Enrollment period will begin **Monday, November 30, 2020 – Friday, December 11, 2020**. All forms must be **returned to Denise Toney in Finance-BOE by end of the day (4:30 p.m.) Friday, December 11th**. A copy of the enrollment application is attached to this email.

ABOUT FLEX SPENDING:

A flexible spending account (FSA) is a pre-tax account that allows an employee to set aside a portion of earnings to pay for qualified expenses, such as healthcare expenses and dependent care. **The IRS limits for these accounts for the 2021 calendar year are \$2,750 for FSA and \$5,000 for dependent care (\$5,000 a year for individuals or married couples filing jointly, or \$2,500 for a married person filing separately. Married couples have a combined \$5,000 limit, even if each has access to a separate dependent care).**

Paper forms or a debit card may be used to access the account funds. Although documentation does not need to be submitted for reimbursement for claims paid with the debit card, documentation to support the claim must still be maintained by the employee.

Starting in 2020, the district has changed the Healthcare Flexible Spending Account to allow up to \$550.00 dollars of carry over starting 1/1/2021, which must be used by 3/31/2021.

Please review, complete and sign the bottom of the **Enrollment Application** if you would like to enroll or re-enroll in this benefit plan for the calendar year 2021.

NOTE: If you are currently enrolled in the FSA plan, you are required to complete a new application for calendar year 2021.

The documents ***must be received by Friday, December 11, 2020 to be effective as of January 1, 2021.*** They can be sent via the following methods:

1. Scan & E-mail to: d_toney@chuh.org
2. Inter-District Mail: Finance Department - Attn: Denise Toney

3. Mail: CHUH BOE, Attn: Denise Toney - Finance, 2155 Miramar Blvd., University Heights, OH 44118

Denise Toney

Administrative Assistant – Benefits
Cleveland Heights-University Heights City School District
O: (216) 320-2045 | F: (216) 320-5610
CHUH.org | @CHUHSchools

Mission: *Our schools provide a challenging and engaging education to prepare all our students to become responsible citizens and succeed in college and career.*

Vision: *Preparing All Students for Success in a Global Economy (P.A.S.S.A.G.E.)*

