Annual 403(b) Plan Eligibility Notice

Shepherd School Dist. #37 offers our eligible employees the opportunity to save for retirement by participating in the Shepherd 403(b)/Roth Plan. You can participate in this plan by making pre-tax contributions and/or Roth 403(b) after-tax contributions. You are eligible to participate in this plan, whether or not you are actively contributing to it.

Not yet contributing to the 403(b) plan?
To start your contributions to the 403(b) plan, complete and return a salary reduction agreement to the District Clerk by the 15th of the month prior to the contribution starting. Please note that in addition to completing and returning a salary reduction agreement, you must also establish an account with the appropriate investment provider(s) that you have selected on the salary reduction agreement and you may also need to provide any additional information that may be required to enroll you in the 403(b) plan.

Already contributing to the 403(b) plan? Great News! You have an opportunity to increase your contributions to the 403(b) Plan.
If you are already currently contributing to the 403(b) plan, you may be able to increase your pre-tax contributions and Roth 403(b) after-tax contributions. To change your contributions, complete and return a salary reduction agreement to the District Clerk by the 15th of the month prior to the new contribution rate starting.

Of course, you can keep your contributions at their current level. In the alternative, if your current financial situation means that you need to lower your savings for retirement, you can change your contribution rate by completing and returning a salary reduction agreement as described above.

How much can I contribute?
You may contribute up to $19,500 in 2021. This amount may be adjusted annually. An employee, who is a participant, who will attain age 50 or more by the end of the calendar year, is permitted to elect an additional amount of elective deferrals (and/or Roth 403(b) contributions). Also, if you are at least 50 years old and/or you have completed at least 15 years of service, you may also be able to make additional catch-up contributions (up to $6,500). Each catch-up has it own limits.

This Notice is not intended as tax or legal advice. Neither your employer nor the investment providers offering retirement savings products under the plan can provide you with tax or legal advice. Employees are encouraged to contact their financial representative or tax professional with any questions. Explore the IRS website for further guidance.