September 1st, 2017

Open enrollment for the District’s Flexible Spending Account (FSA) through Wage Works will run from Friday 9/1/17- Monday 9/18/17. You will have the option to enroll in Flex for Unreimbursed Medical Expenses, Dependent Care or both. This year, the District will once again be using an on line enrollment procedure which will eliminate the paper enrollment form (SRA). The District will be utilizing the benefits portal through InRoll+ and U.S. Employee Benefits. In order to enroll in the Flex Plan this year, you will need to go to their link https://[www.inrollplus.com](http://www.inrollplus.com).

If you used InRoll+ last year, your username and password are the same. If you have forgotten either your username and/or your password, there are links you can click to help you recover them.

If you were hired before 9/1/16 and have never logged in to InRoll+ before, you will need to use 9/1/1980 as your default birth date when logging in for the first time. Once you are logged into the system, you will be asked to create a User Name and Password. When you arrive at the Welcome Screen, you should then go into Manage Profile to update your date of birth. You can then make your ANNUAL selections for the Flex Plan. The annual maximum contribution for an employee for Unreimbursed Medical Expenses is $2600.00 and the annual maximum contribution for the Dependent Care is $5000.00. The plan year runs from 10/1/17-9/30/18. Your annual election amount will be divided over 19 pay periods and will commence on 10/13/17.

The InRoll+ portal will be open for Flex Plan enrollment during the open enrollment period 9/1/17-9/18/17 and it will then be closed. It will reopen again for our District’s Open Enrollment period, October and November, so you can make changes to your health insurance plan or enroll in a new insurance plan if not already enrolled in District insurance. The portal will then remain open for any Changes of Family Status requests that may occur throughout the year such as a marriage, births, address updates, etc. and for new hires to enroll in an insurance plan.

If you have any questions regarding Flex Plan benefits, please contact Keisha Martinez at (845) 563-3467. If you have any questions regarding InRoll+, please contact Kristen Coolbaugh, U.S. Employee Benefits 1-855-562-7821 x102.



Thank you,

Michael McLymore

Assistant Superintendent of Human Resources