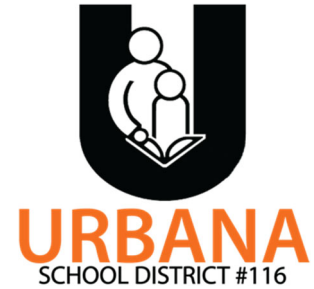


URBANA SCHOOL DISTRICT #116

Jean F. Burkholder Administrative Service Center
1101 E. University Ave., Suite B
Urbana, IL 61802
www.usd116.org



March 17, 2023

To: All Urbana School District #116 Employees & Substitutes

Subject: Notice of availability to participate in Urbana School District #116 403(b) and 457(b) Plans

Urbana School District #116 offers a 403(b) Tax Sheltered Account Plan and a 457(b) Deferred Compensation Plan. As an eligible employee, you have the ability to participate in these Plans by making voluntary salary reduction contributions to the Plan.

A Salary Reduction Agreement (SRA) form is required for enrollments, changes, and discontinuation of payroll deductions. The link below contains the required SRA forms, as well as additional information about the plans, authorized investment providers, and other resources. Fees and other costs vary, so it is important to compare costs associated with individual funds.

<https://www.tsacg.com/individual/plan-sponsor/illinois/urbana-school-district-116/>

You are allowed to make changes to your 403(b) and 457(b) plan deductions one time per quarter, not to exceed 4 times per year.

If you have additional questions, please contact the USD116 Payroll Specialist at 217-384-3540 or usdpayroll@usd116.org.

Outstanding Schools in an Outstanding Community