

**SCHOOL POLICIES
HOPKINS SCHOOL DISTRICT 270
1001 HIGHWAY 7
HOPKINS, MINNESOTA 55305**



**Excellence.
Every School.
Every Student.
Every Day.**

**DISTRICT CODE: 754
SALARY DEDUCTIONS:
TAX SHELTERED ANNUITIES/DEFERRED COMPENSATION**

Policy reflects Minnesota statute and aligns with other District 270 policies.

Any employee of the School District may allocate a portion of salary for the purchase of an individual or group voluntary tax sheltered retirement income annuity through payroll deduction, subject to established rules and regulations.

Adopted: June 12, 1980

Revised: October 15, 1987, February 19, 2009, February 21, 2013

Reviewed: March 21, 2017

Regulations begin on next page.

DISTRICT CODE: 754 - REGULATIONS
SALARY DEDUCTIONS:
TAX SHELTERED ANNUITIES/DEFERRED COMPENSATION

Hopkins School District employees are given the opportunity to have payroll deductions for tax sheltered annuities/deferred compensation.

It is the employee's responsibility to contact a carrier and to follow the conditions outlined below:

1. The amount of an annuity is subject to current IRS regulations.
2. Payroll deductions are made on a semi-monthly basis with a minimum of \$500 per year required for participation.
3. Employees are restricted to participation in an annuity program with one company only per year.
4. Employees may enroll or change their existing deduction at any time during the year. This is accomplished by submitting the Hopkins Salary Reduction Agreement form.
5. An employee may cancel their participation at any time by submitting the Hopkins Salary Reduction Agreement form.
6. District involvement in the annuities program is limited to payroll deduction and remittance of such deductions to the designated company. Any questions about policies, refunds, investment options, etc. are the responsibility of the provider. All W-2's for life insurance on an annuity should be sent directly to the employee with no district involvement.