

FLEXIBLE SPENDING  
OPEN ENROLLMENT

NOVEMBER 2–  
NOVEMBER 30, 2009



FLEXIBLE SPENDING

# FLEXIBLE SPENDING OPEN ENROLLMENT

## What is Flexible Spending?

Flexible Spending (FSA) is a special account for Health and Dependent Care Expenses. You elect an annual amount to contribute to your FSA that will be deducted throughout your plan year. These funds will be deducted on a “pre-taxed” basis and automatically deposited in your account through payroll deduction. The FSA plan year is from January 1st through December 31st, 2010.

## What is the benefit of enrolling in the FSA Account Plan?

The FSA Account allows you to set aside before tax money each paycheck so that you can reimburse yourself for eligible health care and dependent care expenses. In other words, you pay less income tax because you pay for eligible expenses with before tax dollars. Tax savings will depend on each individual’s tax bracket.

**Note: Childcare expenses may be claimed at the end of the year on your tax return, if you do not participate in the FSA program.**

## How do I enroll?

All employees must enroll online at [www.neisdbenefits.com](http://www.neisdbenefits.com).

## \*CLAIMABLE EXPENSES FOR HEALTH FSA:

Deductibles, Copays, Orthodontics, Glasses & Contacts, Certain Over-the-Counter Drugs plus Medical, Dental, and Vision expenses not reimbursed by your insurance

## \*CLAIMABLE EXPENSES FOR DEPENDENT CARE FSA:

Daycare, Nursery Care, Pre-School Tuition, Adult Dependent Care  
*For a complete list of qualified claimable expenses please contact MGM at (800) 833-4028.*

## Do I have to participate in the District’s Health Plan to enroll in the FSA account?

No, you do not have to participate in the district’s health plan to enroll.

## MGM Flex Visa Card—NEW!

You may use your Visa card at the point of purchase towards qualified expenses. Be sure to keep your receipts! You may be required to submit them as proof of plan eligibility.

## Dependent Care Flexible Spending Claims

The MGM Flex Card does not accept charges for dependent care related expenses. Claims may be filed by paper or online through the participant portal website.

Fax Your Claim: (800) 973-3702  
Mail Your Claim: MGM, Inc.  
2121 N. Glennville Drive,  
Richardson, TX 75082

## How much do I have to contribute to participate in the FSA Program?

For the Health FSA, the minimum contribution is \$300, the maximum amount is \$3,000 per calendar year.

For the Dependent Care FSA, the minimum contribution is \$300, the maximum amount is \$5,000 per year. If your spouse has a Dependent Care FSA through their employment, the two accounts cannot exceed \$5,000 per calendar year. The maximum amount for a single parent is \$2,500 per calendar year.

Deductions for both accounts will occur over a 12 month period starting January, 2010.

## Use it or lose it.

Plan your contribution to the FSA accounts carefully and contribute only the money you expect to use. You cannot change the amount of your contribution or cancel during the plan year unless you have a qualifying change in status. If you are enrolling for the first time, be conservative on your estimate. **Claimable expenses must be incurred between January 1st through December 31st.**

## Is it necessary to enroll in the Flexible Spending Accounts for both Health and Dependent Care?

No, you can choose to enroll in the Health FSA or Dependent Care FSA or both.

## When will I see deductions in my paycheck?

Deduction amounts will begin January 2010.

## If I enrolled last year do I have to re-enroll?

Yes, you must make a new election for 2010.

**OPEN ENROLLMENT FOR FLEXIBLE SPENDING ACCOUNTS IS NOVEMBER 2nd THROUGH NOVEMBER 30th.**

For detailed information regarding plan guidelines, please visit MGM’s website at [www.mgmflex.com](http://www.mgmflex.com).