To: All Employees of Queen Anne’s County Public School District

In compliance with the requirements of IRC §403(b)(12)(A)(ii) this Notice will advise you of the voluntary 403(b) and 457(b) programs established and maintained for the benefit of Queen Anne’s County Public School District employees. The following information provides details of the Plan and outlines the procedures for enrollment.

**Eligibility**

All employees who are employed by Queen Anne’s County Public School District are eligible to participate in both the 403(b) and 457(b) Plans upon date of hire.

**Contributions**

When you enroll in the program, the amounts you designate as salary deferrals are withheld from your wages and forwarded to an investment provider of your choice. Contributions may be changed, started or stopped at any time. Several types of contributions are available in your Plan:

- **Pre-Tax Salary Deferrals.** These are amounts contributed into a 403(b) Plan or a 457(b) Plan that are deferred from your paycheck before federal income taxes are applied. State income taxes may or may not be applicable.

  - For **2019**, you may defer from your wages, a maximum of $19,000 to the 403(b) Plan and an additional $19,000 to the 457(b) Plan unless you will reach 50 years of age during the year. In that case, you would be eligible to contribute an additional $6,000 to each Plan. Deferrals may not exceed 100% of your wages.

- **Rollovers.** You may also rollover funds from another employer’s plan if you receive an eligible rollover distribution. Before you can complete a rollover into this Plan, you must first receive an acceptance authorization before the monies to be applied to your account.

**Plan Investment Options**

Your contributions to the 403(b) Plan and/or the 457(b) Plan must be made to an investment provider approved by Fairview Board of Education. (Before enrolling in the Plan, you should first establish an account with one of the Providers listed in this Notice.) Once you have executed an investment contract, you should establish an account through the Plan’s web site and create a secure login and password.

**Other Employer Sponsored Retirement Plans**

As stated above, Queen Anne’s County Public School District also offers a 457(b) Plan to all employees Queen Anne’s County Public School District as an added benefit. You are eligible upon date of hire and can contribute up to an additional $19,000 (excluding 403(b) contributions). For 2019, you may defer an additional $6,000 if you will be age 50 or older. For additional information please contact PenServ Plan Services, Inc.

<table>
<thead>
<tr>
<th>2019</th>
<th>403(b)</th>
<th>457(b)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum annual contribution (to each Plan type)</td>
<td>$19,000.00</td>
<td>$19,000.00</td>
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<tr>
<td>Age 50 “Catch up” (additional contribution amount permitted)</td>
<td>$6,000.00</td>
<td>$6,000.00</td>
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**Assistance**

You may enroll in the Plan or receive assistance with these provisions by first contacting one of the Investment Companies listed in this Notice, contacting the Plan’s Third Party Administrator or Queen Anne’s County Public School District Benefit’s Administrator. Additional information about the provisions and options in your Plan are available by contacting PenServ Plan Services, Inc. at (800) 849-4001 or from the Plan’s web site.
### Investment Provider Options

<table>
<thead>
<tr>
<th>Provider Name</th>
<th>Product Type</th>
<th>Services Offered</th>
<th>Contact Information</th>
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</thead>
</table>
| AXA Equitable                 | Annuities             | 403(b) Plans Only               | Matthew Misiaszek  
|                               |                       |                                 | Phone (410) 707-5577  
|                               |                       |                                 | [matthew.misiaszek@axa-advisors.com](mailto:matthew.misiaszek@axa-advisors.com)  
|                               |                       |                                 | Travis Kumar  
|                               |                       |                                 | Phone (410) 309-3634  
|                               |                       |                                 | [Travis.Kumar@axa-advisors.com](mailto:Travis.Kumar@axa-advisors.com) |
| MetLife                       | Annuities / Mutual Funds | 403(b) Plans Only               | Alan Becke  
|                               |                       |                                 | Phone (410) 924-1690  
|                               |                       |                                 | [abecke@financialguide.com](mailto:abecke@financialguide.com)  
| Security Benefit              | Annuities             | 403(b) and 457(b) Plans         | Bob Sullivan  
|                               |                       |                                 | Phone (410) 829-2206  
|                               |                       |                                 | [rsullivan@cfiemail.com](mailto:rsullivan@cfiemail.com)  
|                               |                       |                                 | Patrick Perry  
|                               |                       |                                 | Phone (443) 618-8865  
|                               |                       |                                 | [pperry@cfiemail.com](mailto:pperry@cfiemail.com)  
| Variable Annuity Life Ins. Co. (VALIC) | Annuities | 403(b) and 457(b) Plans         | Ryan Grossman  
|                               |                       |                                 | Phone (443) 994-5508  
|                               |                       |                                 | Fax (866) 440-3062  
|                               |                       |                                 | [Ryan.grossman@valic.com](mailto:Ryan.grossman@valic.com)  
|                               |                       |                                 | Logan Grossman  
|                               |                       |                                 | Phone (410) 991-5022  
|                               |                       |                                 | Fax (844) 715-4946  
|                               |                       |                                 | [Logan.grossman@valic.com](mailto:Logan.grossman@valic.com)  
| Voya Life & Annuity Company   | Annuities             | 403(b) Plans Only               | Joe Opalski  
|                               |                       |                                 | Phone (410) 820-7852  
|                               |                       |                                 | [jopalski@woodburyfinancial.net](mailto:jopalski@woodburyfinancial.net)  

### Third Party Administrator
PenServ Plan Services, Inc.  
Plan Record-keeper  
Phone (800) 849-4001  
www.penserv.com  
Email: [403badministration@penserv.com](mailto:403badministration@penserv.com)

Plan Web Site is available at:  
www.penserv.com  
Select: Login to Your Account

### Employer Benefits Administrator
Queen Anne’s County Public School District  
Karen Colley  
Phone (410) 758-2403 Ext. 119  
Email: [karen.colley@qacps.org](mailto:karen.colley@qacps.org)