

Arlington Public Schools
"Providing the means to accomplish dreams"

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| Supportive Information Sheet |
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Subject: **403 b PLAN SPONSORS THIRD PARTY ADMINISTRATOR**

Action

Page(s): Cover only

Submitted by: Shirley Case, Executive Director of Personnel

Date: December 8, 2008

Background Information:

To meet the requirements from the Internal Revenue Service, 403 b plan sponsors are required to have a written plan in place by January 2009. CPI Qualified Plan Consultants provides a level of service allowing Arlington Public Schools to delegate the responsibility for complying with the final 403 b regulations.

At the September 8, 2008 meeting, the Board approved the recommendation to work with CPI Qualified Plan Consultants.

Administrative Consideration:

The recommendation is to begin finalizing the contract between Arlington Public Schools and CPI Qualified Plan Consultants. Considerable amount of time and effort has been allocated to insure our employees will receive the most comprehensive packages and customer support, and with CPI Qualified Plan Consultants' proven record we are confident in moving forward with the contract.

Superintendent's Recommendation:

That the Board approves the recommendation to authorize the contract with CPI Qualified Plan Consultants.