

If you have questions:

- **District of Columbia Public Schools — Office of Human Capital**

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<http://dcps.dc.gov>

- **District of Columbia Office of the Chief Financial Officer**

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- **District of Columbia Public Charter School Board**

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- **District of Columbia Retirement Board**

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Washington, DC 20001
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Office of the Chief Financial Officer



Teacher's Retirement Summary Plan Description:
<http://dcrb.dc.gov/publication/teachers-summary-plan-description>



Continuation in the District of Columbia Public Schools Teachers' Retirement Plan



July 2014

What are the eligibility requirements for continuing participation in the Teachers' Retirement Plan?

Former District of Columbia Public School (DCPS) teachers who participated in the District of Columbia Teachers' Retirement Plan may continue their Plan participation. You participated in the Plan if you were an employee in a salary class position ET 1-15 under the DCPS system. You are eligible to continue participation:

- 1) If you terminate your employment with DCPS and begin your employment with a Charter School within 60 days of your DCPS termination date.
- 2) If you are on an extended approved leave of absence from DCPS for the purpose of working at a charter school and begin your employment with the charter school within 90 days of your last day of service with DCPS.

How can I continue my participation in Teachers' Retirement Plan ?

If you terminate your DCPS employment and begin your employment with a Charter School within 60 days of your DCPS termination date, you must elect to remain in the Plan no later than 30 days after you begin your Charter School employment and complete the ***Continuation of Participation in Teachers' Retirement Plan Form***. This form can be obtained from your charter school administrative office or DCPS. You must complete and return the form and required documentation to your charter school administrative office.

If you are on Leave of Absence (LOA) from DCPS to work at a Charter School, you must begin your employment within 90 days of your last day of service with DCPS. You must submit an approved DCPS notification letter listing the dates of the approved leave of absence to the charter school administrative office (please log into the DCPS Quickbase to complete the LOA request process).



What happens if I do not elect to continue my participation in the Teachers' Retirement Plan or notify the charter school of my continued participation?

If you are eligible to continue participation in the Teachers' Retirement Plan and do not elect to continue your participation in the plan or notify your charter school of your continued participation, you will cease to accrue creditable service for your charter school service towards retirement under the Plan. If you are on a LOA, your continuation is automatic.

If I continue participation in the Teachers' Retirement Plan, do I have to make contributions to the plan?

Yes, if you terminated employment with DCPS and elect to continue participation in the Plan, you will be required to continue to make your mandatory employee contributions throughout your charter school employment.

What is my mandatory contribution rate?

Your contribution rate will remain the same as it was when you were at DCPS. If you were hired prior to November 16, 1996, your rate is 7% of your gross annual salary, while employees who were hired on or after November 16, 1996, you contribute 8%.

Are these contribution deducted from my paycheck on a pre-tax or post-tax basis?

All contributions will be deducted each pay period on a pre-tax basis.

If I elect to continue participating in the Teachers' Retirement Plan, can I change my election at a later date?

No, once you make your election and continue making contributions with the first payroll cycle, you cannot change your election or stop making contributions. The terms of the Plan continue to apply.

If I am not a former DCPS teacher who participated in the Plan, what other DC sponsored retirement plans are available to me?

You may be eligible for continuation in other plans offered by DCPS. Your employment status and position dictates your retirement plan eligibility such as a participant in the 401(a) plan or Civil Service Retirement Plan. Please see your human resources representative for additional information about the continuation in those plans.

Can I participate in both the Teachers' Retirement Plan and the charter school's retirement plan?

If you elect to remain in the Teachers' Plan, you cannot elect to participate in the charter school's retirement plan if it is a 401(a) defined contribution, defined benefit plan, or a cash balance plan. You may participate in any 403(b) or 457(b) or similar deferred compensation plan with no impact on your election to remain in the Teachers' Plan.

What if I elect not to continue my participation in the Teachers' Plan?

The Plan will treat you as if you terminated employment. If vested, you may then request: 1) a deferred annuity at 62; 2) A rollover your Plan contributions into another eligible retirement plan; or 3) a refund of your Plan contributions.

Where can I find more information about continuing participation in the Teacher's Plan?

Please contact the Charter School Board at 202-328-2660 or visit <http://www.dcpsb.org> for instructions and forms.