

# SCHOOL EMPLOYER WORKSHOPS

FOR NEBRASKA SCHOOL  
EMPLOYER CONTACTS

**NEW WEB  
OPTION  
AVAILABLE!**  
(See p.2 for details)

2021

## *Who Should Attend and Why?*

State law establishes an important partnership between Nebraska Public Employees Retirement Systems (NPERS) and Nebraska public schools.

To recognize and reinforce this partnership, NPERS offers workshops for employer contacts, bookkeepers, payroll contacts, human resource personnel, business managers, and anyone else responsible for:

- \* Enrolling employees in the retirement plan.
- \* Withholding retirement contributions from members' pay.
- \* Preparing and filing reports.

## *Informative!*



NPERS invites you to attend a School Employer Workshop to learn about changes in laws, forms and procedures, and reporting through the Nebraska Public Retirement Information System (NPRIS).

## AGENDA

### ***Compliance with Nebraska Law***

- \* Legislative Update
- \* Review of Reporting Requirements
- \* Auditing
- \* Employer Manual Revisions

### ***NPRIS***

- \* Technical Assistance

**FOR MORE INFORMATION, CONTACT  
NPERS:**

402-471-2053 • 800-245-5712 (TOLL FREE)  
**NPERS.NE.GOV**

# 2021

FOR NEBRASKA  
SCHOOL EMPLOYER  
CONTACTS

# SCHOOL EMPLOYER WORKSHOPS

AFTERNOON SESSIONS 1PM – 4PM

**07/13 - LINCOLN**

Dept of Admin Services Bldg  
1526 K St. Floor 4  
Conference Rm. D

**07/14 - LA VISTA**

Educational Service  
Unit #3  
6949 S. 110th St.

**07/15 - NORFOLK**

NECC Lifelong  
Learning Center,  
701 E. Benjamin Ave.

## MORNING WORKSHOP WEBINAR - NEW FOR 2021!

NPERS is excited to introduce a new kind of workshop experience, our School Reporting Workshop Webinar! Get the same presentation from our team of accountants, internal auditors, and trainers, but in a new online learning format.

Our School Reporting Workshop Webinar will be held on Wednesday, August 4th from 9:00-Noon via Webex. To register, send an email with the subject line "Employer Reporting Seminar – August 4th" to [NPERS.seminars@nebraska.gov](mailto:NPERS.seminars@nebraska.gov), telling us your name, the school for which you report, the NPERS county # and district #, and your email address. NPERS will take registrations for this webinar until August 3rd.

## REGISTERING FOR IN-PERSON WORKSHOPS

You may submit your registration to our office via email or mail. Confirmation of your registration will be provided via email after the registration has been entered. **Follow the instructions below to submit your registration.**

### REGISTER BY EMAIL!

This form is available on our website as a "fillable" PDF file. Enter your information in the spaces provided and then save the PDF with the included information. Email the completed PDF file as an attachment to [NPERS.seminars@nebraska.gov](mailto:NPERS.seminars@nebraska.gov) with the subject line: **ERTrainingAM**.

### REGISTER BY MAIL!

Print and fill out the registration form and mail it to **Nebraska Public Employees Retirement Systems, School Employer Workshops, PO Box 94816, Lincoln, NE 68509.**

## SCHEDULE

Check-in begins at 12:30 p.m. The session  
Starts at 1 p.m. and ends by 4 p.m.

## NO FEE

There is no fee for the workshop.  
Pre-registration is required.

## WHAT TO BRING

Materials will be provided. You may wish to bring a pen or pencil. No food or drink will be provided.



**REGISTRATION DEADLINE  
IS JULY 6, 2021**



**PLEASE CHECK THE BOX FOR THE WORKSHOP YOU PLAN TO ATTEND.**

07/13 - LINCOLN     07/14 - LA VISTA     07/15 - NORFOLK

SCHOOL \_\_\_\_\_ NPERS COUNTY#/DISTRICT# \_\_\_\_\_/\_\_\_\_\_

NAME(S) \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_


PRIMARY CONTACT EMAIL ADDRESS \_\_\_\_\_

PRIMARY CONTACT PHONE ( \_\_\_\_\_ ) \_\_\_\_\_-\_\_\_\_\_

NUMBER OF REGISTRANTS ON THIS FORM \_\_\_\_\_

HOW MANY OF THE ABOVE REGISTRANTS ARE FIRST-TIME ATTENDEES \_\_\_\_\_

**THERE IS NO FEE TO ATTEND. PRE-REGISTRATION IS REQUIRED.**

 <b>NPERS</b> Nebraska Public Employees Retirement Systems	<b>FOR OFFICE USE ONLY</b>	
	_____	DATE _____
	COUNTY/DISTRICT _____	_____

Due to changing local health measures, workshop size is limited. Dates, times and locations subject to change.