

SCHOOL EMPLOYER WORKSHOPS

FOR NEBRASKA SCHOOL EMPLOYER
REPORTING CONTACTS

2024

WHO SHOULD ATTEND & 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](https://www.npers.ne.gov)

2024 WEBINAR - ATTEND THE WORKSHOP ONLINE!

JULY 18TH: 1^{PM} – 4^{PM}

Web room opens 15 minutes prior.

REGISTRATION DEADLINE: JULY 17, 2024

NPERS is excited to announce the return of our School Reporting Workshop Webinar!

Get the same presentation from our team of accountants, internal auditors, and trainers, in an online learning format.

REGISTERING FOR THE WEBINAR WORKSHOP

Send an email to NPERS.seminars@nebraska.gov, with the subject line: **ERWebinar**.

- Tell us:
- Your name
 - School for which you report
 - NPERS county # and district #
 - Your preferred email address

2024 IN-PERSON WORKSHOPS

* There is **ONE** morning session for the **Lincoln** location only. All other sessions will run in the afternoon.

* **MORNING SESSION: 8:30^{AM} – 11:30^{AM}**

Check-in begins at 8:00 AM. Session starts at 8:30 AM and ends by 11:30 AM.

AFTERNOON SESSIONS: 1^{PM} – 4^{PM}

Check-in begins at 12:30 PM. Session starts at 1 PM and ends by 4 PM.

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: JULY 5, 2024

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. Email the completed PDF file as an attachment to NPERS.seminars@nebraska.gov with the subject line: **ERWorkshop**.

REGISTER BY MAIL!

Print and fill out the registration form below and mail it to:

Nebraska Public Employees Retirement Systems, School Employer Workshops
PO Box 94816, Lincoln, NE 68509.

JULY 9TH

KEARNEY

Educational Service
Unit #10
76 Plaza Blvd.

JULY 11TH

LA VISTA

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

JULY 16TH

* **LINCOLN**

SCC Continuing
Education Center
301 S. 68th Street Place

JULY 17TH

NORFOLK

NECC Lifelong
Learning Center
601 E. Benjamin Ave.

Spots go fast! Make sure to check availability on NPERS.NE.GOV

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

7/9 - KEARNEY | 7/11 - LA VISTA | 7/16 - LINCOLN **AM** | 7/16 - LINCOLN **PM** | 7/17 - 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? _____

FOR OFFICE USE ONLY	
	DATE
COUNTY/DISTRICT	



NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS

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