

401(k) Sick Leave Rollover Plan Details:

Full-time employees of Miami-Dade County Public Schools, **except Managerial Exempt Personnel (MEP)**, may “rollover” the sick leave days that have been earned during the period of **July 1, 2025 through June 30, 2026**, subject to the following restrictions:

- You have used and have been reported no more than three (3) sick, personal or leave-without-pay days **combined** during this period.
- You must have a remaining sick leave balance of no less than twenty-one (21) days after “rollover”. As an example, if you are eligible, and your sick leave balance on June 30, 2026 is 29 days, you will only be able to cash-in eight (8) days, regardless of how many you earned during the 2025-2026 year.
- The 401(k) sick leave “rollover” is paid at a rate of 80%.
- You may only participate in one of the two options; Sick Leave Cash-In or 401(k) Rollover. If both options are selected during the enrollment period, you must go back and “cancel” the option selected in error. If at the conclusion of the enrollment period, both options remain selected, the system will automatically and **IRREVOCABLY** prioritize the Sick Leave Cash-In option, and it will not process the 401(k) Rollover option.
- This election is “**IRREVOCABLE**” after the enrollment period has ended.
IF THE 401(k) ROLLOVER OPTION IS SELECTED, ONCE PAID, THE MONEY WILL GO TO THE EMPLOYEE'S VISTA 401(k) ACCOUNT, IT WILL NOT BE DIRECTLY DEPOSITED INTO THE EMPLOYEE'S PERSONAL BANK ACCOUNT.
- Your election must be made by the **Monday, June 1, 2026** deadline.
- It is **your** responsibility to review your paychecks and your Time Statement regularly to ensure that you have not been erroneously charged for days, which will impact your eligibility to “rollover”.

Additional Information:

If you have any questions regarding Sick Leave Contributions please contact either Oria Lacayo or Germa Enrique in The Office of Risk & Benefits Management at (305)995-7314 or (305)995-7006 or via email at olacayo@dadeschools.net or germaenrique@dadeschools.net.