



CT TEACHERS' RETIREMENT BOARD

165 CAPITOL AVENUE HARTFORD, CT 06106-1673

Toll Free 1 (800) 504-1102 Local (959) 867-6333 Fax (860) 241-9295

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TO: HR and Payroll units of the State Board of Education (SDE), Office of Early Childhood, Board of Regents for Higher Education and any of its constituent units, and the Technical Education and Career System who process Teachers' Retirement System (TRS) participants

FROM: CT Teachers' Retirement Board (TRB)

DATE: August 4, 2023

SUBJECT: Legislative Change Regarding TRS Enrollment Eligibility

HR and Active Payroll Units,

This memo is to inform hiring agencies of current legislation changes to prevent the misplacement of participants in the Teachers' Retirement System. As a reminder, language was added to our statutes that enhanced our definition of teacher to clarify who qualifies for TRS membership.

Currently, Chapter 167a Sec. 10-183b, the definition of a teacher is as follows:

*"(28) "Teacher" means any: ... (D) member of the professional staff employed **in an educational role** at the State Board of Education, the Office of Early Childhood, the Board of Regents for Higher Education or any of the constituent units, or the Technical Education and Career System; (E) faculty member employed by The University of Connecticut **in an educational role**;..."*

Where educational role is later defined as:

"(32) "Educational role" or "educational capacity" means having duties and responsibilities that would require a certificate issued by the State Department of Education if performed in a public school."

This addition of educational role is crucial to ensure only teaching professionals can enroll in the Teachers' Retirement System. When onboarding your staff, we kindly ask that you are mindful of this updated language and if there are questions as to if the specific position in question is considered an educational role, you may refer to SDE statutes, referenced below.



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Sec. 10-145d-401 of the State Department of Education states personnel required to hold certificates or permits would be anyone who:

1. Is not directly supervised in the delivery of instructional services by a certified professional employee in a position requiring certification; or,
2. Is responsible (solely) for planning of the instructional program for a student; or,
3. Evaluates student progress (overall academic); or,
4. Does not receive specific directions from their supervising teacher or administrator that constitute a lesson plan for each lesson.

Tutoring, coaching, lab assistants, research analyst are some examples of roles that do not meet these requirements, along with others, and are not eligible for TRS. Please note, we understand that not every job description will have a clear resolution. Therefore, we ask that if you are unsure about a certain position, please reach out to TRB.Fiscal@ct.gov with your inquiry and attach the specific job description to the email. Our Fiscal staff will be happy to assist in finding a resolution for you.

To stay up to date with the most recent legislative changes, you can refer to our Legislation and Policy section under Agency Resources within our website. We thank you for your continued efforts.

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Kind regards,

CT Teachers' Retirement Board
Fiscal Division