

Employer Information Circular



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2003 CalSTRS/EMPLOYER INSTITUTE

“COMMUNICATING CHANGE TOGETHER”

The purpose of this circular is to inform you that the California State Teachers' Retirement System (CalSTRS) will be presenting two Institutes in the Spring of 2003. **The Southern California Institute will be held at the Renaissance Long Beach Hotel, 111 East Ocean Blvd., Long Beach, CA 90802 on April 3 and 4, 2003. The telephone number is (562) 437-5900. The website is www.renaissancehotels.com. The Northern California Institute will be held at the Doubletree Hotel, Monterey, Two Portola Plaza, Monterey, CA 93940 on May 13 and 14, 2003. The toll free telephone number is (800) 222-TREE or 1 (831) 649-4511.**

The Institutes are offered as a two-day conference. Past experiences have proven that the full benefit of the information available at the Institutes can be better obtained by attending both days. The first day's presentations will not be repeated on the second day's agenda.

This year we are using a general session format on the first day. The emphasis will be on providing a consistent overview of the CalSTRS/employer relationship and how it affects CalSTRS members, participants, and beneficiaries.

Day two will offer a choice. The agendas on the second day will be technical workshops on School District Audits, Accounting, and the Cash Balance Benefit Program. Each is presented only once. Running concurrently will be a manager/supervisor/human resource track that will provide policy overviews including a legislative update and optional programs that offer potential cost savings. Workshops the second day are scheduled to end at 12:15 pm with lunch immediately following the last workshop.

Again, we will host a reception early evening following the first day of workshops at both locations. The reception will be an opportunity for attendees and CalSTRS staff to mingle and get to know one another. The time will be from 5:00 to 6:00 p.m. This information will be included in your registration confirmation packages.

On both days, CalSTRS staff will be available for questions on specific problem areas and cases.

Come join us to learn how we can *communicate change together!*

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