

**CALSTRS**

CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM

# Paperless Circulars & Directives Update

Diane Stanton

## Timeline for Circulars and Directives Going Paperless

### Now

- A memo has been mailed out to inform employers that CalSTRS will no longer issue hard copies by mail beginning July 1, 2019.

### Until June 30

- The memo will be mailed out with all new Circulars and Directives until June 30.
- Look for a link on CalSTRS.com and Employer Connect on how to sign up for email notifications.

### Starting July 1

- Circulars and Directives will no longer be mailed out and will only be available online.
- You can subscribe for email updates online at CalSTRS.com.

## Where to Find the Employer Directive on the Secure Employer Website

My Account: GGandara (CalSTRS) Help | Logout

- Home
- Manage Files
- Manage Reports
- Maintain Users
- REAP
- Employer Notification
- Secure Message Center
- Reference Items
- Forms & Publications
- My Links
  - ES0350 Permissive Election & Acknowledgement Form
  - ES0372 Retirement System Election

### Reference Item Search

Search Criteria Hide

Search Text:

Reference Category:

<input type="checkbox"/> Events	<input checked="" type="checkbox"/> Employer Directives and Circulars
<input type="checkbox"/> FAQs	<input type="checkbox"/> Forms
<input type="checkbox"/> Publications	<input type="checkbox"/> Employer Communications
<input type="checkbox"/> File Specifications	<input type="checkbox"/> File Submission and Remittance Schedules
<input type="checkbox"/> Laws and Regulations	<input type="checkbox"/> User Manuals and Training
<input type="checkbox"/> Useful Websites	

SEW Function:

**Search Results**

## Where to find Circulars & Directives on CalSTRS.com and Sign up for Email Updates

The screenshot shows the CalSTRS website interface. At the top left is the CalSTRS logo. To its right is a link for "VIEW 2017-18 PAY DATES". A dropdown menu is set to "I would like to ...". The main navigation bar includes "Members", "Employers", "Investments", "Corporate Governance", "Newsroom", "Sustainability", and "About Us". A search bar is located on the right side of the navigation bar.

The main content area is divided into several sections:

- CalSTRS Secure Employer Website**
- Employer Information Circulars**: A list with links for "2018", "2017", and "Archive".
- Employer and Administrative Directives**: A list with links for "2018", "2017", and "Archive".
- Tools and Resources**: A list of links including "403bComply", "Charter Schools", "GASB Accounting", "Excess Contributions", "Preventing Pension Spiking", and "myCalSTRS Digital Badge".
- Employer Login**: A section with the text "Access the CalSTRS Secure Employer Website" and a "READ MORE" link.
- Sign Up For Email Updates**: A form with an "Email Address" input field, a "Submit" button, and a "READ MORE" link.

At the bottom of the page, there is a "QUICK LINKS" section with icons for "myCalSTRS", "Calculators", "Forms", "Publications", "Planning", "Contact Us", and "What's New". To the right of these links is a quiz question: "Quiz: Which of the following is the fastest and most reliable way to receive your benefit payment check?". The footer contains copyright information: "© 2018 CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM 800-228-5453", along with links for "FAQS", "SITE MAP", "PRIVACY", "ACCESSIBILITY", "CAREERS", and "WORKSHOPS". Social media icons for Facebook, Twitter, YouTube, LinkedIn, Pinterest, and Instagram are also present.