

FREQUENTLY ASKED QUESTIONS:

CATEGORIES AVAILABLE:

- 1. INFO RE: GGEA**
- 2. GGEA Leaders and Office Staff**
- 3. General Employment Information**
- 4. Leaves/Absences**
- 5. Transfers**
- 6. Evaluations**
- 7. Hours**
- 8. Safety**
- 7. Class Size**
- 8. Health and Welfare Benefits**
- 9. Disability Insurance**
- 10. State Teachers Retirement System**

1. GGEA INFORMATION

What is GGEA?

The Garden Grove Education Association (GGEA) is the exclusive representative for its members in their relationship with the Garden Grove Unified School District.

Who is GGEA?

The teachers, librarians, nurses, temporary teachers, optional part time (OPT) teachers, job share teachers, pre-school teachers and full time adult education teachers in the Garden Grove Unified School District are GGEA. Day-to-day substitutes, long term substitutes, PTCT's and other part-time teachers are not eligible to join GGEA, although they may join CTA/NEA if they wish.

What services does GGEA provide?

GGEA bargains for contractual rights including salary, work hours, class sizes, and other contractual provisions. GGEA monitors the day-to-day functioning of the District to ensure that the Contract is being followed. GGEA assists members in problem solving, communication with the District and resolving situations that arise because of their employment. GGEA files formal grievances against the District when necessary. GGEA informs members about pending actions at the state and national level that may impact their employment and/or public education. GGEA provides trainings about such topics as Maternity Leaves, Probationary Teacher Rights, and Special Education.

How is GGEA related to CTA?

The California Teachers Association (CTA) is made up of local association like GGEA in the state of California. When you join GGEA, you are automatically a member of CTA. GGEA

members elect representatives to attend CTA State Council meetings and represent our interests at the state level.

How is GGEA related to NEA?

The National Education Association (NEA) is made up of state associations like CTA across the country. When you join GGEA, you are automatically a member of NEA. GGEA members elect representatives to attend NEA's Representative Assembly (RA) every summer and represent our interests at the national level.

Do we have to join GGEA?

You are not required to join GGEA/CTA/NEA. However, since GGEA bargains for you, represents you in grievances if necessary, and problem solves for you, you are required to pay GGEA a sum which is the cost of that representation. The difference between full membership and paying for your representation is only \$1.00 per month. If you have religious beliefs that preclude your joining GGEA, you have the right to make a donation to an approved charity in the amount of your dues. Please contact Susan at GGEA, if you have questions regarding your status.

What meetings does GGEA have?

GGEA has Rep Council meetings in all school months except December and June. The meetings are on the **fourth** Tuesday of the month and start at 3:30 p.m. They are held at the Garden Grove Community Center, which is directly across the street from Garden Grove High School. All members are welcome to attend, even if you are not an elected representative from your school site.

GGEA has Segment meetings in all school months except December and June. The meetings are on the **second** Tuesday of the month and start at 3:30 p.m. Elementary and High School Segments meet at the Community Center and Intermediate Segment meets at the GGEA Office. GGEA has Board of Directors meetings on the first and third Tuesdays of each month, except for December and Spring Break. The meetings are held at the GGEA Office.

GGEA has Board of Directors meetings in all school months on the **first** and **third** Tuesdays of the month at 3:30 p.m.

2. GGEA Leaders and Office Staff

Who are the current GGEA officers?

President – Chris Francis

1st Vice President – John Leeb

2nd Vice President – Debi Lindberg

Secretary – Angie Balias

Treasurer – Eric Padget

High School Segment Directors – Gerri Brown and David Andrejewski

Intermediate Segment Directors – William Monroe and Champ Clark

Elementary Segment Directors – Jia Hamud, Tina Gurney, Jennifer Farrell

and Linda Kong

Who are the current GGEA office staff members?

Judith A. Harrison – Executive Director
Susan Kaylor – Administrative Secretary
Jenny Gonzalez – Clerk

How can I contact GGEA?

Website: www.ggea.org
Phone: (714) 638-7480
President's e-mail – cfrancis@ggea.org
Executive Director's e-mail – Exec@ggea.org
FAX: (714) 638-9167

3. GENERAL EMPLOYMENT INFORMATION

What is permanent status?

Teachers have a permanent (i.e. continuing) Contract with the District after they have completed a two year probationary period and return for the first day of their third year. Permanent teachers must sign an "Intent to Return" form each spring in order to continue their Contract with the District for the next school year.

Do teachers have tenure?

Teachers have permanent status, not tenure. Only university professors have tenure, which means that their employment cannot be terminated by their universities. Teachers may be terminated for cause, which may be unprofessional conduct or unsatisfactory performance.

What does probationary mean?

Probationary means that you are in the process of becoming a permanent teacher. Your Employment Contract must state that you are a probationary teacher designated as either "Year 1" or "Year" 2. According to the Education Code, you must be a probationary teacher for two years before you can become permanent. A probationary teacher is not a long-term substitute, temporary teacher, year-to-year categorical teacher, day-to-day substitute or a permanent teacher.

How do probationary teachers know that they will be returning next year?

According to the Education Code, the District must notify probationary teachers (Year 1 and Year 2) that the District is **NOT** asking them to return for the following year by March 15th. If the deficiencies listed on the Evaluation Form D are corrected, then the District may rescind the March 15th Notice. If no March 15th Notice is given, then you will be returning next year. (See the Evaluation Section for more information about the Form D.)

How do long term substitutes, temporary teachers, year-to-year categorical teachers, and day-to-day substitutes know that they will be returning next year?

The district may offer a Contract for the next year to some non-probationary teachers in May. However, non-probationary Contracts are usually offered at the start of each school year.

Who can I call, if I have a question about my credential?

Elementary teachers can call Linda Dwyer at 663-6349. Secondary teachers can call Wendy Bartz at 663-6410.

How can I get credit on the salary schedule for classes I have taken?

All course work must be completed by the first workday in September. All coursework should be approved by your immediate supervisor and the Office of Personnel services prior to the commencement of the classes. Official transcripts must be submitted to the Personnel Office prior to November 1st.

How can I move down a row on the salary schedule?

In order to advance on the salary schedule from one step to another, you must have worked at least 75 percent of the prior school year, which is 139 days.

Can I receive pay for staff development?

Each teacher may be paid the hourly rate (1/1000 of Group 1, Step 1) for up to fifteen (15) hours per year of staff development provided by the K-6 and/or 7-12 Instructional Services Department, which are outside of the regular work day. The amount for 2007-08 is \$49.21.

What is the “Intent to Return” form?

The Intent to Return is an annual extension to your employment contract with the District. If you sign and return it, you have agreed to teach for GGUSD the next school year. If you fail to return the form, you have essentially resigned.

When is the “Intent to Return” form due?

According to the Education Code the form is due at the end of June. However, the District requests that the forms be returned at the end of May, so that no teachers will be excessed from schools unnecessarily.

Can I resign even though I signed and returned my “Intent to Return” form?

You can turn in a resignation form to the District, but you are released from your employment obligation only if the District approves your resignation. If you leave without the approval of the District, they can report that you to the State Credentials Board and your credential may be voided.

What is a job share?

A job share is two permanent teachers sharing a contract working either half of every day, all day on five out of every ten workdays, or one of two semesters. The deadline for submitting an application is March 15th. Job share partners must sign an additional Contract with the District, which includes the assignment of the health benefits to one of the partners. If you are looking for a potential partner, GGEA keeps a list of interested teachers. You can add your name and contact information to the list and see who else is looking for a partner. Potential job share

partners must interview together for a position and be accepted by a principal. Job share contracts are for one year. Partners must apply annually.

What is Optional Part-Time Employment?

Teachers who are 55 years old or older may work half-time and receive a full year's credit from the State Teachers Retirement System, provided that they have been teaching for ten years in California and in Garden Grove for five years. Applications for Optional Part-Time must be submitted to the District on or before May 15. Any unpaid days or differential pay days will result in the year's teaching not counting for retirement credit.

4. LEAVES/ABSENCES

How do I notify the District that I will be absent?

You go to the district website (www.ggusd.us) or use the telephone (714-663-6310). You will need your employee identification number for the website. Make certain that the screen reflects the date you need the substitute, not the date you are calling. If you are going to be out an additional day, you need to notify the school before 1:00 p. m., so they can retain your substitute. If you are going to be out for an extended period, you need to notify your principal as well. If you are out more than ten work days at once, you will need a doctor's note to return to work.

How much sick leave do I have?

Full time employees accrue ten (10) days paid sick leave (illness or injury) for each year of employment. They accrue at the rate of one day for each month worked. Unused sick days carry over from year to year. Unused sick days will be counted as additional service credit upon your retirement. You will receive a statement from the County each year informing you of your unused sick leave.

What happens if I run out of sick leave? If you use up your accumulated sick leave and have still not recovered fully from a serious illness or injury, you will be paid the difference between your regular pay and that of a substitute teacher for a period of one hundred (100) work days. Your pay is called "differential pay" during your 100 days. If you are not able to return to work after 100 work days, you will be on un-paid status. If you do not have a serious injury or illness, then you will not be paid for any additional days missed.

What happens if I have an unpaid day?

Even one unpaid day may cancel your automatic check deposit, may cancel any automatic payments to the credit union or other creditors, may cancel your GGEA dues payment, may cancel your payment to The Standard or other insurance company, and may cancel your medical insurance coverage.

REPORT TO THE DISTRICT IMMEDIATELY AFTER AN UNPAID DAY OR DAYS TO REINSTATE YOUR PAYMENTS AND INSURANCE!!

How can I use my personal necessity days? You are entitled to use up to ten days of sick leave annually for purposes of personal necessity. The reason must be one of “compelling personal importance” and it cannot be “recreational” in nature. You do need to notify your principal at least seventy-two (72) hours in advance of your personal necessity leave, unless an emergency makes such notice impossible. Do **not** inform your principal of the reason for your personal necessity leave, even if he or she specifically asks why you are taking the personal necessity day. You should simply state that you are taking a personal necessity day. You will need to sign verification of your absence to demonstrate that you are taking the personal necessity day in conformance with the Contract.

How do I use Family Illness Leave? You are entitled to three (3) days of family illness leave to care for a member of your immediate family. You may also use up to three days of your sick leave as additional family illness leave, if needed.

How does pregnancy disability leave work? You will use your accumulated sick leave and 100 days of differential pay (if necessary) for pregnancy, miscarriage, childbirth, and recovery. A doctor’s note is required for the leave to begin and for you to return to work.

Can I apply for extra time off to spend time with my new baby? You may apply for up to one school year’s maternity leave following childbirth in order to fully recover and bond with your child. This leave is without pay.

Do I have to use my sick leave if a member of my family dies?

If a member of your immediate family dies, you are allowed three (3) days or five (5) days travel beyond 300 miles is required for bereavement. Your immediate family is defined as your spouse, mother, father, child, grandmother, grandfather, or grandchild, or your spouse’s mother, father, child, grandmother, grandfather, or grandchild, or your son-in-law, daughter-in-law, brother or sister, or any relative living in your immediate household. If additional days are needed, you may use sick days as personal necessity days.

Will I be paid if I am called for jury duty?

You will receive your full pay less the jury fees paid to you for service of your jury duty. If you voluntarily postpone your jury duty service to the winter break, spring break or the summer, you will receive compensation in the amount of the current substitute teacher rate for each day’s service. You must provide copies of your original jury duty notice along with proof of your actual service days to the Personnel Office to receive the extra pay.

If I am on leave, will I automatically return to my former worksite at the end of the leave?

You only have the right to return to your worksite, if your leave is **one full semester or less**. This rule applies to any leave, without regard to the reason for your leave.

Can I apply for a sabbatical leave? The Contract states that the District **MAY** grant such a leave. However, the District has not granted a sabbatical leave for the last several decades.

5. TRANSFERS

VOLUNTARY TRANSFERS:

Who can apply for a Transfer?

Any permanent teacher can apply to transfer to another school site that has an opening.

When does the Personnel Office put out postings of vacancies?

When school is in session, openings are posted as they occur. Generally, there will be postings the second Monday following the October enrollment count, the first duty day in January, the second Monday in May and the second Monday in June. During the summer, there will be postings on the second Monday in July, the first Monday in August and the third Monday in August. The postings are easy to see, because they are on bright pink paper. Notices of vacant positions in the district are posted at all school sites, the district office and at GGEA.

How do you apply?

To apply, you contact the Personnel Office within the five days stated on the posting. You will be called by the Principal(s) to schedule an interview. The Principal or the Personnel Office will let you know if you are selected for the position. If not, you should receive a written notification within ten days after the position has been filled.

INVOLUNTARY TRANSFERS:

What is an involuntary transfer?

If the number of students at a particular school site declines, the number of teachers assigned to that site may have to be reduced.

How does the involuntary transfer process work when the school is in declining enrollment?

According to our Contract, the site principal must first ask for volunteers. If a teacher volunteers to be moved to a new site, the Principal cannot refuse to accept the offer and make someone else move.

If there are no volunteers, the principal must take into account the following factors when deciding who will be moved: (1) length of service in the District, (2) experience, (3) credential, and (4) major or minor fields of study. Under usual circumstances, the teacher with the fewest number of years in the district (seniority) will be transferred first. If there are two or more teachers who were hired at the same time, the principal will make his or her decision based upon the other three factors listed above.

If you volunteer or are selected to move to a new site, you are still guaranteed a position within the District. Your preferences as to grade level and location will be taken into account by the Personnel Office, if at all possible. If the student numbers increase by November 1st, you can return to your old school site if you wish. You are allowed one day to move, if you are excessed at the start of the school year.

Can Special Education teachers be moved from one school site to another?

Special Education (MM and MS) teachers are treated as if they are at one school site. They are not included in the allocation of general education teachers for each site. As the class sizes vary, individual teachers can be assigned to teach at a different location. When this occurs, they will receive one day's release from teaching duties to complete the move.

6. EVALUATIONS

How often are teachers evaluated?

Permanent teachers are evaluated at least every other year. Probationary and other teachers are evaluated every year. Our Contract states that all teachers shall receive at least one 45 minute formal observation from their principals or assistant principals during each evaluation period. First and second teachers shall receive two 15 minute evaluations as well. Generally, these observations should occur in the first half of the year.

Who evaluates me?

You are evaluated by an administrator, either your principal or an assistant principal only. Teachers on Special Assignment (TOSA's) from the Elementary or Secondary Instructional Departments and academic coaches do not evaluate you for purposes of your employment. They provide valuable feedback, demonstration lessons and assistance only.

How are Evaluation Goals determined?

Evaluation goals are mutually determined by the teacher and the administrator. You do not have to include test data in your goals.

What is a Formal Observation?

A formal observation must be scheduled by the principal and the teacher at least two instructional days in advance. A formal observation should last about forty-five (45) minutes. The observation must be written up on a Form C, which can be found at the back of our Contract.

What is an Informal Observation?

An informal observation can occur at any time that is convenient for the principal or assistant principal and occurs without advance notice to the teacher. It generally lasts about fifteen (15) minutes.

What is a Walk-thru or Pop-in visit?

Most principals and assistant principals do "walk-thru" or "pop-in" visits periodically, which are much shorter than informal observations. The principal or assistant principal will look in the door or walk into the room, watch the interaction of the teacher and students for a few moments and leave. There is no District Form for reporting walk-thru or pop-in visits, although many principals and assistant principals will leave a note for the teacher about what they observed in the classroom.

What should be contained in an Evaluation Form C or Form B?

Generally, the Principal or Assistant Principal will describe in some detail what he or she observed taking place in the classroom during the observation. This may include comments about student behavior, room environment, strategies used and curriculum content. Frequently, he or she will also give suggestions for improvement. Since the Contract states that “comments and/or suggestions” should be included in the observation report, you should not conclude that your evaluation is “unsatisfactory” just because “suggestions” are included. In fact, Administrators have been directed to give teachers suggestions for improvement.

When will I receive my Final Evaluation form?

You should receive your Final Evaluation (Form E) no later than May 1st, if you are a permanent teacher. You will also have an evaluation conference during which you and your principal or assistant principal will review your final evaluation form. This form is meant to be a “summary” of what was stated in your Form B and Form C Observation Reports and should include any extra duties that you performed during the year. You should receive your copy of Form E before May 15th.

What is a Form D?

Form D is used in place of a Form E, if the evaluation is unsatisfactory. It includes sections on “Area(s) Needing Improvement” and a “Plan for Corrections” with a timeline and follow-up by the principal or assistant principal. GGEA strongly recommends that teachers receiving a Form D contact their GGEA Site Reps and/or call the GGEA Office for assistance. Depending on the scope of the areas needing improvement, a permanent teacher receiving a Form D may be referred to P.A.R. (Peer Assistance and Review). A non-permanent teacher receiving a Form D may not be rehired next year. Form D’s must be received by the teacher no later than March 15th in order to allow time for improvement.

What should I do if I receive a Form D?

Contact your GGEA Site Rep and/or contact the GGEA Office at 638-7480 for assistance with your Form D. You can get help understanding the form, recognizing deficiencies, obtaining support, writing a Response Form and other possible actions.

Can I respond to Evaluation Forms?

You have the right to attach a written response to any evaluation form, including Form D. GGEA strongly recommends that Form R’s be reviewed by your GGEA Site Rep and/or someone at the GGEA Office.

Do I have to sign my Evaluation Form?

Your signature on any Evaluation form only indicates that you have received a copy of the form. It does not mean that you agree with the contents, but merely means that you are acknowledging receipt of the document.

What are the important Evaluation dates to remember?

Notice of Non-re-elect for First and Second Year teachers - March 15

Receipt of copy of Final Evaluation Form D by permanent teachers - March 15

Final Evaluation Conference - May 1

Receipt of copy of Final Evaluation Form E - May 15

What is PAR?

PAR is the Peer Assistance and Review Program. Permanent teachers who have received a Form D may be referred to PAR. If so, they will receive one-on-one assistance from a Consulting Teacher during the school year. The PAR Program is managed by a seven person group, four are appointed by GGEA and three are appointed by the District.

If I move to another District, do my evaluations and personnel file move with me?

Your evaluations, recommendations and initial hiring documents are the property of the District. They are retained by the District and are not shared with any other District, even if you accept employment with another District.

7. HOURS OF EMPLOYMENT**When do I have to be at my school site?**

Our Contract requires teachers to be at their school sites at least thirty minutes before school and to stay at least fifteen minutes after school on instructional days. Therefore, the teacher's normal Contract Day is thirty minutes before school through fifteen minutes after school. However, exceptions can be made for such things as staff meetings and teacher collaboration.

How many staff meetings do I have to attend?

No more than eighteen (18) hours of staff meetings per year beyond the teacher's Contract Day can be required of an employee. Staff meeting time within the thirty minutes before and fifteen minutes after school is not part of the 18 hours.

Do I have to go to trainings during the workday?

If your administrator directs you to attend an instructional training during the workday, you must do so.

What preparation time during the school hours do I have?

High School teachers have a daily preparation period. Elementary and Intermediate teachers have annual release days for preparation. All teachers have the 30 minutes before and the 15 minutes after school as preparation time as well.

What are adjunct duties?

Adjunct duties are those duties involving the supervision of students for reasons other than instruction. These duties vary greatly. Teachers at high schools supervise students at sports events, proms, concerts and plays. Teachers at elementary schools supervise students during recess, before and after school. Teachers at each site must be involved in the identification and assignment of adjunct duties. The best vehicle for involvement is the Faculty Advisory Committee (FAC).

What activities are appropriate for Collaboration Time?

The District and the Association have agreed that the following activities are appropriate for Elementary teachers:

1. Planning lessons for horizontal alignment, i.e. pacing
2. Sharing of successful teaching strategies
3. Sharing of successful methods of differentiation
4. Sharing successful classroom management strategies
5. Developing cross-curricular lessons and units of instruction
6. Sharing methods of scaffolding for EL students
7. Evaluating and placing students in flexible Language Arts and/or Math groups for differentiated instruction
8. Analyzing multiple sources of student data utilizing Data Director and other classroom assessments in order to drive instruction
9. Sharing methods of re-teaching areas in which students were not successful
10. Examining writing samples to set norms and to ensure rater reliability
11. Determining modifications to instruction/strategies for low achievers
12. Developing curriculum for English Only and FEP students for the ELD time block
13. Sharing Language Experience Activities for English Now!
14. Sharing of ideas to best utilize Theme/Focus Boards and Writing Process Boards
16. Planning for student led and teacher led parent conferences
17. Examining the needs of students transitioning from one grade/level to another
18. Assessing the need for appropriate extended day intervention programs
19. Teaming for vertical articulation of students within a content specific focus such as writing
20. Engaging in focused professional dialogues regarding reaching school-wide goals
21. Developing the School Plan and/or participating in WASC
22. Preparing parent education materials
23. Sharing information from the Leadership Team/Department Chairs
24. Receiving training on specific topics as requested by the teachers
25. Conducting staff meetings as requested by the teachers

The District and the Association have agreed that the following activities are appropriate of Secondary teachers:

1. Planning lessons for horizontal alignment and adherence to the pacing guide
2. Sharing of successful teaching strategies
3. Sharing of successful methods of differentiation
4. Sharing methods of providing extra support to students
5. Evaluating and placing students in flexible Language Arts and/or Math groups for differentiated instruction
6. Analyzing multiple sources of student data utilizing Data Director and other classroom assessments in order to drive instruction
7. Examining of data from CELDT tests
8. Examining of data from California Standards Test (CST)
9. Sharing of methods of pre-teaching and re-teaching areas in which students were not successful
10. Examining writing samples from all classes to set norms and expectations and to ensure rater reliability

11. Assessing the need for appropriate extended day intervention programs
12. Teaming for vertical articulation of students with a content specific focus such as writing
13. Engaging in focused professional dialogues regarding reaching school-wide goals
14. Developing cross-curricular lessons and units of instruction
15. Preparing for WASC
16. Sharing of successful classroom management strategies

8. SAFETY

Do I have to report an unsafe situation?

According to our Contract, an employee **shall** report any unsafe, hazardous, or potentially dangerous working condition to his or her immediate supervisor **in writing**. The District shall investigate the situation following the procedures in Cal OSHA (Occupational Safety and Health Act) and inform the employee of the resolution of the investigation.

Do I have to report unsafe student conduct?

Our Contract states that an employee **shall** report any situation in which a student's conduct threatens the safety of students or employees to his or her immediate supervisor. The report should be **in writing**. The supervisor shall investigate and follow appropriate District procedures. Upon the request of the employee, he or she shall be provided with appropriate information regarding the findings of the investigation.

What do I do if I am injured at school?

Your school secretary has forms to use to report an accident or injury. You should fill out the form and return it to your school secretary as soon as possible.

Is there a disaster plan at each school site?

According to our Contract, each school must have a site-specific plan for dealing with emergencies, such as fires, earthquakes, and intruders on campus. Each site has a Safety Committee and there is a District Safety Committee as well.

9. CLASS SIZE

What is a staffing ratio?

A staffing ratio is the relationship between the number of students and teachers at each school site. A ratio of 29 to 1 means that for each 29 students the school site will be assigned one teacher.

What are the staffing ratios for each grade level?

Kindergarten	29:1
Grades 1-3	20:1 pursuant to Education Code 52122 (Class Size Reduction)
Grades 4-6	29:1
Grades 7-8	29:1
Grades 9-12	29.1 plus 5 additional teachers

Special Education Comply with existing State/Federal regulations

What are the class size maximums for elementary schools?

K-3 and ¾ combos	34
4-6	36
7-8	36 except physical education and performing music

What do I do if my class has more than the maximum number of students?

You should request that the principal reduce the class size to the specified maximum. The principal has ten (10) days to comply, as long as there are sufficient classrooms available, minimum need of temporary classrooms and there is no need to change boundaries or use busing.

10. HEALTH AND WELFARE BENEFITS

Who can answer questions regarding my medical benefits?

You can call either Crystal Colwell at 663-6523 or Phyllis Johnstone at 663-6495.

Who can answer questions regarding billing for my medical/dental care?

The NEW Community Claims Administration can be reached at 714-602-1773 or 866-627-7822 (toll free) commencing August 1, 2008. Their address is P. O. Box 14010, Orange, CA 92863.

What is the number to use if I am having problems with my prescriptions?

American Health Care can be reached at 800-872-8276.

Can my college age children be covered on my medical insurance?

The answer is “yes” if you have claimed them as dependents on your filings with the IRS. You must provide a copy of your tax filings to the District. If your child is employed and earns more than the amount allowable for dependency status, you will owe the District for any care provided by them for that taxable year.

Do I have to obtain pre-authorization for service?

Generally, you need to obtain pre-authorization for all services if you are in the EPO plan.

11. DISABILITY INSURANCE

Does the District provide Disability Insurance?

There is no disability insurance coverage through the District. If you wish to purchase disability insurance, you can purchase coverage from “The Standard Insurance Company” without any limitations during your first 120 days of employment if you are a GGEA member. You do not have to answer the medical questions, if you apply within your first 120 days of employment. If you apply after working 120 days, you will have to complete the Medical History Statement and be accepted by the company before you can be insured.

How do I enroll?

Contact your School Site Rep or the GGEA office at 638-7480 to request an enrollment form or enroll on line at www.cta.org/mycta.

How can I find out about “The Standard”?

Visit the “mycta” section of the CTA.ORG website or request an informational booklet from GGEA at 638-7480.

Is there a Disability Retirement benefit with STRS?

If you have taught for at least five years and are under 60 years of age, you may qualify for a Disability Retirement with STRS. The payment is usually 50% of your regular income.

12. STATE TEACHERS RETIREMENT SYSTEM

How do I know that I am accruing benefits in the State Teachers Retirement System?

Your paycheck stub will show a deduction for STRS. In addition, you will receive an annual statement from STRS showing your accumulated benefits.

How can I find out more about STRS?

You can visit the STRS website at www.CalSTRS.com. You can click on “Contact Us” and send an e-mail. You can call 800-228-5453. You can attend one or both of GGEA’s Retirement Workshops. One workshop is given by a STRS representative and the District health insurance representatives. You will be given information regarding the retirement system and the medical benefits available from the District after your retirement.

Can I meet with a STRS representative?

You can call 714-966-4251 to arrange a personal appointment with the STRS advisor. If you ask for Duane Leach, he will meet you at the District Office for your appointment.