



# Retired Public Employees' Association of California

Date: May 21, 2025  
To: California Public School Districts  
Attn: Human Resources  
Subject: CalPERS Employer Bulletin - Extra Help Circular Letter Amended

Dear Human Resources Representative,

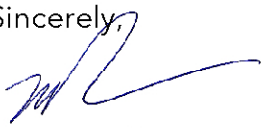
I am writing as the State President of the Retired Public Employees' Association (RPEA), a non-profit organization that advocates on behalf of CalPERS retirees and active members in matters concerning pensions, healthcare, Social Security, and overall retirement security.

In 2024, CalPERS issued Circular Letter 200-035-24, which inadvertently caused confusion for school districts regarding the employment of Retired Annuitants (RAs) as substitute employees. The letter stated that RAs could be utilized for "Extra Help," but the lack of a clear definition led some districts to discontinue the use of RAs in substitute roles—despite their qualifications and availability.

We are pleased to inform you that CalPERS has issued an amended bulletin—**Circular Letter 200-019-25**, dated May 21, 2025—that clarifies this issue. The new guidance affirms that Retired Annuitants **can** be employed as substitutes when appropriate.

With this clarification, we strongly encourage County Offices of Education and Public School Districts to align with the updated CalPERS policy and reinstate the use of skilled and experienced Retired Annuitants as substitute employees. Their contributions are invaluable in ensuring consistency and quality education during staff absences.

RPEA will continue to advocate for our members and appreciates CalPERS' efforts in addressing this matter. Should you have any questions, please contact our Sacramento Headquarters at (916) 441-7732.

Sincerely,  


Margaret Brown  
State President

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RPEA - Retired Public Employees' Association of California

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## **Amended - Post-Retirement Employment of CalPERS Retired Annuitants – Extra Help Circular Letter Amended**

The information in this circular letter supersedes information shown in [Circular Letter #200-035-24](#).

May 21, 2025

Circular Letter: 200-019-25

**Topic: Other**

**To: School Employers**

### **Purpose**

The purpose of this Circular Letter is to ensure compliant employment of retired annuitants (RA) by school employers under the Public Employees' Retirement Law (PERL) and Public Employees' Pension Reform Act of 2013 (PEPRA).

### **Requirements for Hiring Retired Annuitants in Schools**

Under Government (Gov.) Code sections 7522.56 and 21229, RAs can be employed in temporary extra help appointments either during an emergency to prevent the stoppage of public business or because the retired person has specific skills needed to perform work of limited duration. These appointments cannot be indefinite, regardless of the nature of the RA's position and regardless of the terms of the relevant employment agreement.

The work performed by RAs should supplement the efforts of regular staff, such as addressing backlogs, completing special project work, or handling workloads that exceed what regular staff can complete. Alternatively, RA appointments may be authorized "during an emergency to prevent stoppage of public business," such as in the event of floods, earthquakes, etc.

Examples of positions that can be filled with an RA for work of limited duration are substitutes, bus drivers, food service workers, yard duties, etc.

It is important that RAs shouldn't be considered permanent solutions to business needs. When utilizing a retired annuitant, be prepared to present documentation that the RA appointment complies with the limitations described above. To assist with this process, a [Retired Annuitant Hiring Questionnaire \(PDF\)](#) is available on our website.

An RA's appointment must also comply with additional requirements. For example, the rate of pay for the employment cannot be lower than the minimum nor exceed the maximum paid by the employer to other employees performing comparable duties, divided by 173.333 to equal an hourly rate, and the RA cannot receive any benefits, incentives, compensation in lieu of benefits, or other forms of compensation in addition to the hourly rate.

To help ensure compliance with these requirements, employers should consider hiring RAs into positions designated as RA-specific. Reference the below publications for more details about these and other applicable requirements.

### **Steps to Hire a Retired Annuitant**

A school employer hiring an RA should ensure the appointment begins after retirement, in accordance with applicable waiting periods described in the publications referenced below. Prior to retirement, the employee must separate from all California Public Employees' Retirement System (CalPERS)-covered employment, including from positions determined to be non-contributory. School employers can review non-contributory appointments by generating the "Overtime Appointment Identifier Report" Cognos report.

If an employee fails to separate from employment, the employee will need to change their retirement date, which may result in an overpayment of benefits. An RA appointment cannot be a continuation of pre-retirement employment, either in the form of an RA-specific appointment or otherwise.

### **Reporting a Retired Annuitant**

Positions that are typically excluded from membership are still subject to post-retirement employment laws and limitations, and they must be reported.

### **For More Information**

Refer to the [Employment After Retirement \(PUB 33\) \(PDF\)](#) and [Public Agency & Schools Reference Guide \(PDF\)](#) for further guidance regarding employing and reporting the post-retirement employment of an RA.

### **Questions**

If you have questions, call our CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**). You may also email questions to our Post-Retirement Employment and Audits team at [working\\_after\\_retirement@calpers.ca.gov](mailto:working_after_retirement@calpers.ca.gov).

Brad Hanson, Chief  
Employer Account Management Division