



May 11, 2004

Jonathan R. Lightman, Executive Director  
Faculty Association of the California Community Colleges  
1823 11<sup>th</sup> Street  
Sacramento, CA 95814

Dear Mr. Lightman:

With the approach of the 2004 summer recess period, the Employment Development Department (EDD) has undertaken a series of actions to ensure that reasonable assurance issues, as applied to school employees, are determined pursuant to the provisions of Unemployment Insurance Code (UI) Section 1253.3, Precedent Benefit Decisions issued by the California Unemployment Insurance Appeals Board and case law. These actions include:

- Providing advance notification to all our staff reminding them of the recess period and determining UI eligibility for school employee's specifically the "between terms" denial provision. This notification re-emphasizes and reminds EDD staff about existing school employee claims information and to review current procedures for processing and adjudicating claims filed by school employees.
- Revising the school employee claims training module, with emphasis placed on the method and type of reasonable assurance the educational institution gives to its employees. A separate section discusses an offer of work that is contingent on enrollment, funding or program changes, does not constitute reasonable assurance as provided in UI Code Section 1253.3(g). All affected EDD staff will receive this training before the end of the current school year.
- Ensuring that we do not schedule a telephone eligibility interview for any school employee who states he or she does not have reasonable assurance, or an employee who states the work offered is contingent on enrollment, funding or program changes in accordance with UI Code Section 1253.3(g).

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- Revising the Telephone Interview Instructions notice and the Record of Claim Status Interview to include questions on the individual's employment status with the educational institution, whether the work offered is in writing, the terms of the work or assignment offered and whether the work offered is based on the contingency factors pursuant to UI Code Section 1253.3(g).

By giving the school employee claims training to over 2,000 interviewers who will use the revised forms and supplemental materials, these actions will assist staff in making the correct decisions for employees of educational institutions in accordance with the provisions of UI Code Section 1253.3.

The EDD appreciates your continued cooperation and welcomes suggestions on ways to improve our services.

Sincerely,



DEBORAH L. BRONOW  
Deputy Director  
Unemployment Insurance Branch  
(916) 654-9140

cc: Jennifer Baker, Faculty Association of the California Community Colleges