



**June 2019**

## **Use ESA to Report or Confirm the Death of a Member**

You can now use the [Employer Secure Area](#) (ESA) to confirm whether a member has been listed as deceased or to report the death of a member. To check whether a member is deceased, go to District Reports > Deceased Member Report and you will find a list of members reported as deceased. Names will stay on the list for 24 months after the date of death.

To report the death of a member, go to Membership > Deceased Member Notification and enter the Social Security number, the first three letters of the member's first name, and the date of death. Timely reporting helps us to properly process any benefits due beneficiaries.

## **Contributions Ending for Some Tier 4 Members**

Some Tier 4 members have or will soon reach the 10-year service milestone and will no longer be required to make contributions to the Retirement System. The 2019-20 Article 19 *Contributions No Longer Required* report, which lists such members, is now available in ESA. Your business or payroll office should be notified immediately that these employee contributions should cease effective July 1, 2019.

## **Tier 6 Contribution Rates for the 2019-20 School Year**

Please check the Employer Secure Area (ESA) to review the contribution rates for the upcoming school year for your Tier 6 members.

For Tier 6 members who have worked for more than three years, the contribution rate you should use for each member is listed under Membership > Tier 6 Rates.

For Tier 6 members with less than three years of service, you are required to provide estimated earnings for the 2019-20 school year. Once we have that information, we will provide you with the appropriate contribution rate for each member. See ESA > Membership > Tier 6 Action Items for the list of members requiring projected salary information.

## **The Difference between the "Date of Resignation" and "Date of Retirement"**

For NYSTRS' purposes, the effective date of retirement must be at least one day beyond the last date salary was earned under contract. For example, if a teacher last earned salary under contract on June 30, the earliest effective date of retirement would be July 1.

*These [Reporting Tips](#) are available on the [Employers](#) page at [NYSTRS.org](http://NYSTRS.org).  
Contact us at (800) 348-7298, Ext. 6220 or [employer@nystrs.org](mailto:employer@nystrs.org) with any questions about the Tips.*