



STATE OF CONNECTICUT  
TEACHERS' RETIREMENT BOARD  
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December 30, 2008

TO: Transmittal Processors

RE: Substitute Service

Thanks to all of you who responded to my 12/1/08 email with questions and comments. This is to clarify one of the points in that email.

A permanent substitute is one whose assignment begins on or before the first working day in September and who intends to, and ultimately does, work for the entire school year *in the same assignment*.

Let me know if you have additional questions or comments.

Very truly yours,

Louis Laccavole

Fiscal Administrative Supervisor

C: Business Managers