

## **403(b) VENDOR GUIDELINES**

Principals, SAAs and chapter chairs should be aware that LAUSD Bulletin S-19, dated May 11, 2001, states “*No agent may solicit employees for the purpose of insurance policies, tax-sheltered annuities or similar benefits on District property.*”

Bulletin S-19 allowed an exception when an agent was invited by an employee union/association representative, but UTLA, in a memorandum dated April 20, 2008, withdrew its endorsement of financial product vendors, concluding, “...no 403(b) vendor will be permitted on campuses to address the members in an effort to sell these products.”

**It is important to remember that 403(b) vendors (sometimes referred to as TSAs) should never be permitted in the cafeteria or anywhere else on campus to sell their products—before, during or after school. They (and their representatives) should not be permitted to leave stacks of brochures or postcards on office counters or place them in employee mailboxes.**

The only retirement savings plan that may be promoted on campus is LAUSD's 457(b) plan, presently administered by VALIC, which is a voluntary employee benefit described in the annual LAUSD Open Enrollment package (though employees may enroll at any time). Presentations on LAUSD's 457(b) plan may be arranged by contacting VALIC at 818.551.7308 or e-mail [Michael.Schaeffer@valic.com](mailto:Michael.Schaeffer@valic.com).

## **POSITIONS AVAILABLE**

**Minimum Qualifications:** Candidates are responsible for making sure all the District requirements have been met. Do not contact AALA for information regarding positions. Use the listed contact phone number.

### **CLASSIFIED POSITIONS AVAILABLE**

#### ***SENIOR POLICY ANALYST, MAYOR'S OFFICE OF EDUCATION***

The Senior Policy Analyst will work with the Deputy Mayor of Education to carry out the Mayor's education policy agenda. Compensation will be negotiated within established annual salary range commensurate with demonstrated skills and work experience. Interested individuals should send a letter of interest and résumé to **Alysha-Stein Manes** at [alysha.stein-manes@lacity.org](mailto:alysha.stein-manes@lacity.org).

#### ***PROGRAM AND POLICY DEVELOPMENT ADVISOR***

The Los Angeles Unified School District (LAUSD) is seeking a highly qualified and motivated individual with extensive knowledge and considerable experience managing the entire life cycle of large-scale school reform initiatives. The individual chosen to fill this position will be part of the innovative team that will be setting strategic vision for the District's future. For further information go to: <http://lausdjobs.lausd.k12.ca.us/appv1/main> or [http://lausdjobs.lausd.k12.ca.us/appv1/main/pdf/ppda\\_monique.pdf](http://lausdjobs.lausd.k12.ca.us/appv1/main/pdf/ppda_monique.pdf).