

March 2, 2009

RIF ADVICE MEMORANDUM UNEMPLOYMENT INSURANCE

Eligibility for Unemployment Insurance (UI)

Employees who are laid off or not re-elected are eligible for UI. A probationary employee who resigns effective the end of the school year, after being given the choice to resign or be non-re-elected, is eligible to receive unemployment insurance.

NOTE: However, at the current time, **we recommend that employees do not resign in lieu of non-reelection** for the following reason. Under the economic stimulus bill signed into law by President Obama on February 17, the federal government will pay 65% of the COBRA premium for up to nine months for employees who lose their group health coverage because of “involuntary termination.” Until this term is clarified in the future, a resignation may effect your ability to receive this valuable COBRA benefit.

How to file a UI claim

File for UI benefits immediately after your last day of work. There is a one-week, unpaid waiting period. The fastest and most convenient way to file a claim is online at www.edd.ca.gov/eApply4UI. Or, print out the online application, hand write your answers, and fax or mail to EDD. Due to the current recession and the resulting increase in the number of claims, you may experience a long wait on telephone lines.

What information is needed to file a claim?

- Your name, address, phone number and social security number.
- School District Office address and phone number.
- Specific reason you are no longer working — layoff. Or if you resigned in lieu of being non-reelected, say that you resigned after the employer informed you that you would be dismissed for reasons other than mis-conduct.

- Last day of work.
- Citizenship status, and if applicable, alien registration number.
- Drivers license number or state ID number.
- Report all wages earned whether or not you have already received them.
- Complete the form fully and accurately. Unanswered questions may delay processing. Use blue or black ink.

What happens after the claim is filed?

Within 10 days of filing your claim, you should receive by mail either claim materials or notice that a telephone interview has been scheduled, if further information is needed. If you do not receive notification in the mail after 10 days, contact EDD. Your first UI benefit check should arrive within about three (3) weeks after filing.

Benefit Amount

You can receive a regular benefit up to a maximum of \$450 a week depending on your past earnings, plus \$25 a week in federal stimulus payment. If you file in May or June, 2009, your benefit amount will be calculated on the highest quarter in the base period of the twelve months ending December 31, 2008.

You may receive these benefits for a maximum of 59 weeks if you remain unemployed for that long. Twenty-six of these weeks are regular benefits, and you may be eligible for an additional 33 weeks due to the federal extension. You must re-apply for the federal extension in the same manner as your original application.