

Topic Legend



Reporting and
Training for REs



Health Benefits



Information
Security



General
Communications

Nominations Now Open For 2027 TRS Board of Trustees Election



TRS is accepting nominations for the Public School District Employee position on the TRS Board of Trustees. To run, eligible candidates must submit 250 eligible member signatures by Jan. 25, 2027. The six-year term begins no earlier than Sept. 1, 2027, and ends Aug. 31, 2033. You can [nominate](#) yourself or someone you believe would be a strong representative.

Eligible members can also nominate and vote directly through the [MyTRS](#) member portal.

Log in and use the election link on your account summary page — no extra verification needed.

Learn more about the [nomination and election process](#).



Year End Processing Deadlines



As TRS prepares for the fiscal year end, here are some important dates and information Reporting Employers (REs) need to be aware of.

TRS Business Hours

8 a.m. – 5 p.m. CST, Monday – Friday

All emails are worked within one business day. Any requests for assistance such as overrides received after 4 p.m. CST may be considered 'received' the next business day.

RE Portal Validation Schedule

The RE Portal validations are scheduled to run every hour and half-hour from 6 a.m. to 6 p.m. Any information entered after 6 p.m. will not be validated until the following morning. During report due dates, the validation run processing times may take longer due to a high volume of reports being submitted.

Friday, Sept. 4, 2026	Friday, Sept. 18, 2026	Friday, Sept. 25, 2026
Due date for August 2026 RP and ER reports.	Grace period deadline for August RP and ER reports to reach a completed status to avoid penalty fees.	2026 year-end deadline for annual statements. All reports must be complete by 5 p.m. CST.
TEXNET deposits are due on Sept. 4, 2026 by 8:00 p.m. CST.	All 2026 TRS ledger balances must be at zero balance.	TRS will begin the annual statement job process and TRS systems will be unavailable starting Friday, Sept. 25 at the close of business through Sunday, Sept. 27, 2026.

Annual Contribution Review And Collection



As we near the end of the fiscal year, TRS will begin the annual contribution review and collection for fiscal year 2026. The collection process will involve reminders to Reporting Employers (REs) with outstanding balances through the end of the fiscal year. The review and collection efforts apply to all REs.

Please take a moment to log in to the RE Portal and review all fund type accounts on the RE Ledger, including Penalty Interest (PI), TRS-Care Penalty Interest (CI) and Penalty Fee (PF).

If you do not have any outstanding (negative) contribution balances, no action is required. Please continue to review the RE-ledger balances after each report is completed to ensure no negative balances are created. If you have negative balances, please be sure to remit the TEXNET deposit or complete allowable transfers as soon as possible. If the outstanding balance is due to a reporting correction needed, the adjustments must be completed by Aug. 31, 2026.

Failure to resolve the balances by the end of the fiscal year will result in additional collection efforts. The Head of Institution for any RE with negative balances after the completion of their August RP and ER reports (due Sept. 4, 2026) could receive a demand letter.



Navigating Life Events With Ease



We all experience life and job changes that can be both exciting and challenging. These events often require updates to your account information and other essential actions. Keeping your information current ensures you receive timely support and services tailored to your needs. Visit our dedicated webpage for "[Life and Job Changes](#)" - it's a comprehensive guide to assist in navigating these events.

TRS members will find the "New Hire" section of our Life and Job Changes webpage holds valuable answers to common questions like:

- What kind of retirement plan is TRS?
- How are my retirement benefits calculated?
- What do I contribute to TRS from my paycheck?

Explore the [Life and Job Changes](#) webpage today! Whether starting a new job, transitioning or planning for retirement, these events have a significant impact. We're here to help you make the most of your benefits - in all ways possible - with each step forward.





REs are required to submit an ED40 contract/position record each year, for all employees. The ED40 records are to be submitted as follows:

1. in July for employees who have contracts or work agreements that begin in July,
2. in August for employees who have contracts or work agreements that begin in August,
3. in September for employees who have standard (September through August) contracts or work agreements,
4. throughout the year as needed when new employees are added to payroll (an ED20 record should also be sent in the same month), and
5. any time a person begins a new position, including summer school.

If a person performs multiple jobs under different position codes, an ED40 must be submitted for each position code. However, if multiple jobs fall within the same position code, only one ED40 record may be submitted per position code. In that instance, the ED40 record should include information on the employee's primary position.

If you receive errors on the employee's RP20 records indicating that there is not a contract on file, please review the View Employee Information screen to verify whether a contract has been submitted. If no contract is found, please move forward by submitting the ED40 information.

Additionally, please remember that an ED90 must be submitted when a person terminates all employment from an RE. The ED90 should be submitted in the report month in which the person will appear on the Regular Payroll (RP) report for the final time. For example, if an employee terminates as of May 31, 2026, but is receiving pay until August 2026, the ED90 should be submitted with the August reporting files.

Comparing TXNET And RE Ledger



Using the right TEXNET line matters.

This quick reminder is designed to help REs submit payments correctly by understanding how the line-item names in the Comptroller's TEXNET deposit prompt align with the account names in the TRS RE Portal ledger. If payment information is entered on the wrong TEXNET line, the funds may not be attributed to the correct contribution type in the RE Portal. The [TEXNET Training](#) on the TRS website provides more details regarding the names of the contributions on the Comptroller and TRS systems, as well as the due dates for remitting the payment.



Order	TexNet Deposit Prompt	TRS RE Ledger Account	TRS Abbr.
1	Member Contribution	Member Contribution	MC
2	Member TRS-Care Contribution	Member TRS-Care Contribution	IN
3	RE Federal Fund/Private Grant Contribution	RE Federal Funds Private Grant Contribution	FG
4	RE Statutory Minimum Contribution	RE Statutory Minimum Contribution	SM
5	RE Non-Education/General Funds Contribution	RE Non-Education/General Funds Contribution	NE
6	Pension Penalty Interest Amount Due	RE Pension Penalty Interest	PI
7	RE Federal Fund/Private Grant TRS-Care Contribution	RE Federal Fund/Private Grant TRS-Care Contribution	FI
8	RE Educational/General Funds Contribution	RE Educational/General Funds Contribution	EG
9	Member Service Credit Purchase Payroll Deduction	Member Service Credit Purchase Payroll Deduction	SP
10	TRS-Active Care Premiums	Active Care	AC
11	RE TRS-Care Contribution	RE TRS-Care Contribution	RI
12	RE New Member Contribution	RE New Member Contribution	NM
13	RE Pension Surcharge for Reported Retirees Contribution	RE Pension Surcharge for Reported Retirees	PS
14	RE TRS-Care Surcharge for Reported Retirees Contribution	RE TRS-Care Surcharge for Reported Retirees	CS
15	RE Community/Junior College Contribution	RE Community/Junior College Contribution	CJ
16	RE Public Education Employer Contribution	RE Public Education Employer Contribution	EC
17	RE TRS-Care Penalty Interest Amount Due	TRS-Care Penalty Interest	CI
18	Penalty Fee Amount Due	RE Pension Penalty Fee	PF

TRS-Care Resources For Retirement Ready Employees



If you have employees getting ready to retire who are interested in enrolling in TRS-Care, there are upcoming TRS events that can help them learn more about eligibility, enrollment and the plan benefits.

TRS-Care Health Education Fairs

TRS-Care Health Education Fairs are rolling through Texas! These fairs have presentations from 8:30 a.m. to noon every day as well as a come and go exhibit hall open from 9 a.m. to noon. Members will get plan overviews on:

- TRS-Care Standard
- TRS-Care Medicare Advantage
- TRS-Care Dental
- TRS-Care Vision

To find a date and location, visit [TRS Health Events](#). Admission is free.

TRS-Care 2027 Information Sessions

For those who cannot attend a health fair, there will also be online information sessions for each plan. Registration is free. To find the dates and registration links, visit [TRS Health Events](#).

Retire Healthy with TRS-Care Webinar

In this quarterly webinar, TRS walks through plan options, eligibility, enrollment, and what to expect so employees can make confident, informed decisions. Hosted by TRS and its trusted health partners.



Get Involved: Nominate Yourself Or Others For The RAC

Do you know an active school administrator who wants to make a difference for Texas educators? Nominate them! You can also nominate yourself.

The Teacher Retirement System of Texas Retirees Advisory Committee for TRS-Care is made up of active and retired public educators.

The RAC holds public meetings on retiree group coverage, recommends minimum standards and plan features, and recommends changes to rules and legislation impacting TRS-Care.

Visit [Retirees Advisory Committee for TRS-Care](#) to learn more.

Nominate someone you know who is:

- in an administrative leadership role at your district
- passionate about making a difference for Texas educators
- eager to represent the opinions of TRS-Care retirees
- interested in learning about what happens behind the scenes in health care

TRS will accept nominations for this RAC vacancy through Aug. 14, 2026.

TRS will evaluate nominees on the following criteria:

- length of experience as a TRS member and/or retiree
- participation in education-related volunteer programs
- professional activities and experience serving on board committees and with decision-making organizations, especially related to health care or other benefits
- credentials, awards or other meritorious recognition
- participation in TRS-Care (for retired nominees)
- geographic diversity
- experience in health care benefits or related field

To nominate yourself or someone else, send a cover letter (or letter of recommendation) and resume to the address or email below. The letter must state that the nomination is for the vacant RAC position and include a summary of the nominee's qualifications.

Teacher Retirement System of Texas
Attention: Chief of Staff, TRS Health
4655 Muller Blvd.
Austin, TX 78723

Or via email to healthcarecomm@trs.texas.gov

Staff will interview qualified nominees and make recommendations to the TRS Board of Trustees at their Sept. 16, 2026 meeting. The term for this new RAC member will expire Jan. 31, 2030.

We look forward to adding new voices and perspectives to this important committee!

How Hidden Messages Can Trick AI



A recent example showed how someone hid a message in their online profile that caused Artificial Intelligence (AI) to respond with a flan recipe. While harmless, it points to a growing risk that AI tools can be influenced by hidden instructions.

These are routine actions for TRS reporting employers—but they can cause issues if rushed.

Why it matters for reporting employers

Many organizations are beginning to use AI tools in daily work. Some of these tools can:

- **Access internal files or systems**
- **Pull in information from external sources**
- **Automate tasks like drafting emails or summaries**



If a tool is manipulated or used with risky content, it could unintentionally surface or share sensitive information. Awareness of how these tools behave helps support secure operations across your organization especially when handling employee or benefit-related data.

Simple ways to reduce risk

When using AI tools in your workplace, consider these best practices:

- **Limit connections**
Only connect AI tools to the systems and data they truly need.
- **Be cautious with outside content**
Avoid uploading or interacting with documents or links from unknown sources.
- **Watch for unusual results**
If something seems off or unexpected, pause and review before taking action.
- **Use trusted tools**
Choose AI tools that have been reviewed and approved within your organization.
- **Ask questions when unsure**
Checking with your IT or security contacts can help prevent issues before they start.

A shared responsibility

As AI becomes more common, both TRS and reporting employers play a role in protecting sensitive information. Staying informed and using these tools thoughtfully helps maintain a secure and reliable reporting environment.

Video: *Create Report – Manually*



Many people find that a video explanation is the best way to learn! Take advantage of more than a dozen informative videos in the [TRS Employers Video Library](#) to understand TRS processes and reports for reporting employers.



Click [Here](#) to Rate This Issue of the *Update*

Pension Education Resources



Members can learn all about TRS pension benefits by watching our [Pension Education Resources](#).



Retirement Forms Video



Early Career Members: Manage Your Pension Benefits with MyTRS



Mid-Career Members: Plan Your Future with MyTRS

Follow TRS on Social Media



Thanks for all you do for Texas educators!

