

Series 400 – Employees

Policy Title: VOLUNTARY EARLY RETIREMENT PROGRAM – FULL TIME EMPLOYEES

Policy Code No. 410.1

The Board of Education extends an offer of voluntary early retirement benefits to full time employees as outlined below.

Applicants must have been employed full time (31 hours or more per week) in the Newton Community School District for a period of ten consecutive years immediately prior to the application to be eligible for early retirement benefits. Full time is defined as a full time equivalency position. Semester or longer leaves of absence do not interrupt consecutive employment. The year immediately prior to the year early retirement is taken may not be taken as a leave of absence unless it is a medically approved leave.

The employee who accepts early retirement under this policy will be a retired employee of the Newton Community School District and entitled to all rights and privileges of such a retiree under applicable laws and policies and provisions of the District. The employee agrees to apply and start receiving retirement benefits from the Iowa Public Employees Retirement System (IPERS).

All eligible employees may make application for early retirement benefits to the Superintendent/designee. Each application will be reviewed on an individual basis and will be subject to Board of Directors approval.

To qualify for early retirement benefits, an employee must be 55 years of age on or before the September 1 following the January deadline application. The offer is open for thirty (30) days after the board adopted voluntary early retirement program incentive unless an extension is provided by the District.

Acceptance of the individual's application by the Board of Directors will:

1. Be considered by the Board of Directors as a voluntary resignation and termination of any continuing contract(s).
2. Establish the employee as eligible for a taxable cash amount as shown below:
 - Teachers: 25% of the salary based on Schedule C – Base schedule only.
 - Nurses: 25% of the salary based on Schedule C – Base schedule only.
 - Classified Personnel: 25% of the salary being paid at the time of retirement.

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--Administrators: 25% of the salary being paid at the time of retirement.

3. Be considered in seniority order if the employee submits their application within the 30-day deadline.
4. Be considered if the application meets the maximum number of employees approved by the Board of Directors for the voluntary early incentive retirement program.

An employee's application for early retirement benefits is, in itself, not a resignation of a contract with the Newton Community School District. However, acceptance by the Board of Directors of an employee's application for early retirement benefits will be considered a voluntary resignation and termination of the applicant's continuing contract. Should the Board of Directors not accept the application, the employee's contract will continue in effect, and the employee will remain as an employee of the Newton Community School District unless a resignation is received.

Eligibility to continue participation in the District's group health insurance plan by the retiree at the retiree's own expense is in accordance with the Iowa Code 509.A.13. The Board of Directors has complete discretion to offer or not to offer a voluntary early retirement plan for employees. The Board of Directors may discontinue the District's voluntary early retirement plan at any time.

The Board of Directors will decide on an annual basis whether this policy will be offered for the following year. If the Board of Directors elects to offer this policy, it will do so by regular resolution no later than December of the applicable school year.

Date of Adoption	01/13/2014
Review Date	12/16/2013
Revision Date	01/13/2014

Legal Ref.: Iowa Code §§ 509.A.13 (1991)

Cross Ref.: Board Policy
410.2 Voluntary Early Retirement Benefits – Full Time Employees
410.3 Early Retirement Continuation of Insurance – Full Time