

Personnel

Series 400

Policy Title Classified Employee Retirement

Code No. 413.2

Voluntary retirement for classified employees in bargaining units may be included in Master Contracts. See especially Teamster Operations-Maintenance, Article XII, Section 5.

Classified employees who will complete their current contract with the board may apply for retirement. No classified employee will be required to retire at any specific age.

Application for retirement will be considered made when the classified employee states in writing to the superintendent, no later than the date set by the board for the return of the employee's contract to the board if applicable, the employee's intent to retire. The letter must state the employee's desire to retire and be witnessed by another party other than the principal or the superintendent.

Applications made after the date set by the board for the return of the employee's contract to the board may be considered by the board if special circumstances exist. It is within the discretion of the board to determine whether special circumstances exist.

Board action to approve a classified employee's application for retirement is final, and such action constitutes termination of the employee's contract effective the day of the employee's retirement.

Licensed employees who retire under this policy may qualify for retirement benefits through the Iowa Public Employees Retirement System.

Classified employees and their spouse and dependents who have group insurance

coverage through the school district may be allowed to continue coverage of the school district's group health insurance program, at their own expense, by meeting the requirements of the insurer.

Classified employees who plan to retire should follow the policy for resignations (See 407.1).

Adopted: February 25, 1985

Reviewed: August 4, 2008
September 9, 2013

Amended: February 13, 1989
January 14, 1991
September 8, 2008
September 5, 2017

Legal Reference: (Code of Iowa)

29 U.S.C. §§ 621 et seq. (2004). Iowa Code §§ 91A.2, .3, .5;
97B; 216; 279.19A, .46 (2007). 581 I.A.C.
21.
1978 Op. Att'y Gen. 247. 1974 Op. Att'y Gen. 11, 322.

Cross Reference: