

PERSONNEL – MLT CERTIFICATED/MLT ADMINISTRATIVE EMPLOYEES

SUBJECT: Pre-Retirement Employment Program

The school district may permit Management/Leadership Team Administrative employees to reduce their workload from full-time to half-time and have their retirement benefits based on full-time employment.

To qualify for this program, the employee shall have the following prerequisites:

1. Ten years of prior full-time service, including the five years immediately preceding, in a position requiring certification in the District.
2. Attained the age of 55 prior to the beginning of the school year in which the reduction in service begins. It shall be the employee's responsibility to initiate the request for reduced service.

A written agreement or contract for reduced service shall be executed by the employee and the District by May 1 prior to the period of reduced service. The agreement can be revoked or modified only with the mutual consent of the employee and the employer.

Reduced service shall be one-half of the number of days of service required by the employee's contract of employment during his/her final year of service in a full-time position.

Reduced service may be on a daily schedule of full-time for at least one-half year. The employee shall be paid a salary which is one-half of the salary s/he would be earning had s/he not elected to exercise the option of part-time employment. S/he shall retain all other rights and benefits for which s/he or the District makes the payments, including those as provided in Section 53201 of the Government Code, that would be required if s/he remained in full-time employment.

This option of reduced service is limited to employees who do not hold positions with salaries above that of a school principal.

Agreements or contracts for part-time service are limited to a period not to exceed five years, and no employee shall participate after attaining the age of 65. Any employee in the program who reaches age 65 during the school year may continue his/her reduced service for the balance of that year.

The employee and the District agree to submit contributions to the State Teachers Retirement System based on the compensation which would be earned for full-time employment.

Full retirement credit is not earned until the end of the full school year. Participants who terminate prior to these concluding periods will receive retirement credit based on the salary actually paid in the proportion that it relates to the annual salary that would have been paid had the employment continued.

All rights mandated by law and additional benefits which may be granted by the District to its Management/Leadership Team Administrative employees shall be applicable to any and all such employees who are on contract for reduced service.