

**PERSONNEL – MLT CERTIFICATED/MLT ADMINISTRATIVE EMPLOYEES**

**SUBJECT: Early Retirement Incentive Program**

Section 1 - Eligibility. The District may permit certificated employees who wish to retire to enter into an Early Retirement Incentive Program. To be eligible for the Program an employee:

- (a) Shall have completed ten years of prior full-time service in a position requiring certification in the District.
- (b) Shall be at least fifty-five (55) years old as of June 30 in the last year of full-time employment.
- (c) May not have reached age sixty (60) as of June 30 in the last year of full-time employment.
- (d) Must be earning no less than that of a full-time employee on Step C-10 of the Basic Certificated Salary Schedule.
- (e) Shall be in full-time active service during the year prior to entering the Program. This provision shall not apply to employees participating in the Pre-Retirement Employment Program.

Section 2 - Physical Examination and Resignation. Prior to entry into the Early Retirement Incentive Program an employee must:

- (a) Pass a physical examination, paid for at his/her own expense, as prescribed by the California State Board of Education.
- (b) Submit a letter of intent to enter the Program to the Asst. Supt. of Personnel Services by April 1 of the last full year of service. The results of the physical examination must accompany the letter of intent.
- (c) Apply for retirement under the State Teacher's Retirement System.

Concurrent with entry into the Program the employee must resign from the District.

Section 3 – No Permanent or Temporary Status. Following entry into the Early Incentive Program the employee may not return to any permanent or temporary employment status with the District or participate in any other retirement program offered by the District (i.e. Pre-Retirement Employment).

Section 4 - Compensation and Work Days. A retired employee in this Program will be employed as a Consultant at the rate of five thousand dollars (\$5,000) for forty (40) days of service with less than full-time service compensated on a basis proportionate to that of full-time service (40 days). The minimum number of work days for a consultancy agreement will be twenty (20) with the actual number being mutually agreed to by the retiree and the District.

(a) Neither the District or the Consultant will make payments into the California State Teachers' Retirement System.

(b) Consultants will receive health and welfare benefits only as they qualify under existing Extended Health and Dental Benefit provisions of negotiated Agreements or District policy.

Section 5 - Workers' Compensation. As independent contractors, consultants are not under Workers' Compensation and should insure their own services.

Section 6 - Credential Requirement. Consultants will maintain all credentials held prior to resignation in full force and effect and registered with the Riverside County Office of Education.

Section 7 - Duties and Assignment. Consultants will render special services and advice according to their training and experience as directed by the District. Examples of the types of service to be performed include, but are not limited to: demonstration teaching, individual and small group tutoring, research and evaluation, in-service education, counseling and curriculum development. Consultants may indicate preferences for the type of service and its location, but the actual assignment will be determined by the District.

Section 8 - Exclusion of Certain Duties. Consultants in this Program will not be used to provide regular teaching, counseling or other services normally assigned to certificated employees nor will their temporary presence in a classroom or at a school have bearing on class size restrictions.

Section 9 - Length of Program. To provide an incentive to early retirement, a retiree may participate in the Program as follows, with the yearly dollar amount for less than forty (40) days being prorated as stated in Section 4.

(a) Retirees who enter the Program at age fifty-five (55) shall be eligible to participate for five (5) consecutive years at \$5,000 per year.

(b) Retirees who enter the Program at age fifty-six (56) shall be eligible to participate for four (4) consecutive years at \$5,000 per year.

(c) Retirees who enter the Program at age fifty-seven (57) shall be eligible to participate for three (3) consecutive years at \$5,000 per year.

(d) Retirees who enter the Program at fifty-eight (58) shall be eligible to participate for two (2) consecutive years at \$5,000 per year.

(e) Retirees who enter the Program at age fifty-nine (59) or older shall be eligible to participate for one (1) year at \$5,000 per year.

Retirees who elect to participate for more than one year must submit a letter of intent and the results of a physical examination each additional year (see Section 2).

Section 10 - Waiver. The District can waive all or part of the work days. requirement if it deems such a waiver to be in the best interest of the parties. The dollar amount of any consultancy agreement is not subject to this waiver provision.

Section 11 - Termination. Termination of the contract by the Consultant at any time for any reasons may be made by giving the District ten (10) days notice. The District may only terminate the contract for breach by the Consultant caused by his/her refusal, failure or inability to perform the services or any phase of the services in a satisfactory and timely manner.