

436 PROFESSIONAL STAFF EARLY RETIREMENT INCENTIVE PLAN

Background

In a period of limited budget and stable or declining enrolments, the number of teaching positions available to new employees becomes very limited, with the result that the average age of the teaching staff steadily increases. The Division believes that it is educationally desirable to have a teaching staff with as wide a variety of age and experience in teaching as is possible and to allow older staff an opportunity for early retirement.

The primary purpose of the Early Retirement Incentive Plan shall be to encourage retirement of teachers at an earlier age than would otherwise be the case, thus, opening more teaching opportunities for younger, less experienced teachers who earn a lower salary.

Procedures

An Early Retirement Incentive Plan may, at the sole discretion of the Board, be offered in any given year. If the decision to provide an Early Retirement Incentive Plan, it shall be administered according to the following procedures:

1. Eligibility

To be eligible to participate in the Early Retirement Incentive Plan a teacher shall:

- a. have reached the age of 50 years by December 31 of the year in which they will retire;
- b. have a minimum of 10 years of continuous service with the Division and at the time of the application be actively at work with the Division;
- c. be at the maximum step in their category of the salary grid; and
- d. intend to retire at the end of a school year. As a condition of eligibility the employee agrees to submit a letter of resignation, which shall only be acted upon by the Board upon granting the early retirement incentive;
- e. submit a written request to apply for the ERIP to the Superintendent of Schools prior to January 30 of the school year, in accordance with the requirements set out in this policy;

2. Superintendent Discretion

- a. The Superintendent will consider each written application on its own merits and will inform each applicant in writing of the acceptance or rejection of the request by May 1.
- b. The Superintendent will maintain absolute discretion, without appeal, regarding the acceptance or rejection of any individual application. The Superintendent's decision in this regard is an administrative decision, is final and binding and is not open to appeal or review.
- c. The Superintendent reserves the right to limit the number of employees allowed to participate in the plan.
- d. The Superintendent reserves the right to withdraw the incentive in situations where an employee, for any reason, is no longer actively at work prior to the retirement date.
- e. Notwithstanding the above, the Superintendent reserves the right to allow a teacher to participate in the plan regardless of failure of the teacher to meet eligibility requirements. This is based on the Superintendent's sole discretion.
- f. In exercising its discretion not to grant the benefits of the ERIP to a particular eligible applicant, the Superintendent may consider such factors as years of service, saving potential for the Division, the programming or instructional needs of the Division, the need to provide vacancies to stimulate promotion or hiring opportunities, or any other factor or factors deemed by the Superintendent to be relevant to its determination in this regard.

3. Schedule of Early Retirement Payments

- a. The early retirement incentive shall consist of a cash payment to the teacher, which will equal 75% of their basic grid salary at retirement including administrative allowances and annual benefits.
- b. Applicants older than 55 years at the retirement date shall have their incentive payment discounted as follows:

Retirement Age	Discount Factor
50-55	0%
56	10%
57	20%
58	30%
59	40%
60	50%
61	60%
62	70%
63	80%
64	90%
65	100%

- c. One third of the retirement incentive shall be paid for each of three consecutive years beginning January 1 following the retirement date.

4. Re-employment

- a. The Early Retirement Incentive Plan is primarily in place for long-time staff moving into retirement. It is not intended for staff who are considering a continuation of their teaching career with another board.
- b. An employee granted a retirement incentive shall not be re-hired as an employee.
- c. An employee granted a retirement incentive shall not receive any further remuneration for employment or service of any kind from the Division in the event the Superintendent approves the employee's application to participate in the plan. This notwithstanding, the Superintendent may, on the basis of their sole discretion, contract out services of an employee who has accepted early retirement.

References

Section 52,53,196,197,222,205 of Education Act

History

Developed: August 2003
Amended: May 2020