



Section: G: Personnel
Title: Retirement
Number: GAQ
Status: Active
Adopted: 1/16/1996
Revised: 1/22/2002; 4/6/2004; 11/17/2009; 8/2/2016; 7/6/2021

Early Retirement

1. Employees of the school district who may find it necessary or desirable to retire from employment with the district prior to normal retirement age, may elect to take early retirement under the terms and conditions set forth in this policy. Early retirement is entirely voluntary and at the discretion of an eligible employee.
2. An employee under contract during the 2008-2009 contract year is eligible for early retirement if such employee:
 - a) is currently a full-time employee of the school district;
 - b) is not less than 60 years of age and not more than 65 years of age on or before December 31 in the calendar year the employee plans to retire;
 - c) has 10 years or more of employment service with the school district; and
 - d) has 20 years or more of service credit recognized by the Kansas Public Employees Retirement System (KPERs).

Eligibility for early retirement will be determined by the superintendent or designee. An employee applying for early retirement shall have the responsibility to provide all facts and information necessary to prove eligibility for early retirement and to determine benefits to be paid.

3. Application - An employee applying for early retirement shall give written notice to the superintendent or designee. Such written notice shall be submitted on or before the first (1st) day of April preceding the anticipated retirement date and shall include the following information:

- a) a statement of the applicant's desire to take early retirement;
- b) the anticipated date of retirement;
- c) the applicant's birth date and age on the date of retirement;
- d) the current mailing address and telephone number of the applicant;
- e) the number of years applicant has been employed by the school district;
- f) the total number of years of service credit recognized by KPERS;
- g) applicant's current annual salary;
- h) whether the applicant desires health insurance coverage through the school district's health insurance program by submitting a check to the Accounting Department by the 23rd of each month.

Following final action on any application for early retirement, the superintendent or designee shall notify the applicant, in writing, of the final disposition and the date and amount of annual early retirement benefits to be paid.

4. Early Retirement Benefits - An eligible employee who takes early retirement is entitled to receive annually from the school district a sum of money (early retirement benefit) equal to the product of:

- a) the number of years of service credit recognized by KPERS for such employee, for staff hired after May 1, 2003 the number of years of service credit as an employee of Turner USD 202 multiplied by
- b) the largest amount of income received by the employee as a result of employment with the school district during any one (1) of the four (4) immediately preceding school years (July 1 through June 30), multiplied by
- c) a percentage factor. The percentage factor will be determined according to the year in which the employee retires. The retiring employee shall receive the scheduled amount for each year the employee is eligible for benefits. The percentage factor is as follows:

Year of Retirement Percentage Factor

- 1 1.00
- 2 .90
- 3 .80
- 4 .70
- 5 .60

Notwithstanding anything herein to the contrary, the annual early retirement benefit will not exceed fifty percent (50%) of the employee's annual salary at the time of retirement.

The superintendent or designee will calculate and determine the annual early retirement benefit.

It is further provided that, beginning with the 1981-82 school year, and when requested by an eligible employee, the superintendent/designee shall compute an estimated early retirement benefit for said employee. This information shall become a part of the employee's permanent file. For any employee, past the age of 60, and choosing the early retirement option, the benefit shall be as

computed on that current year data, or the benefit as computed for any prior year, whichever is greater.

5. Terms and Conditions - The following terms and conditions shall apply to the school district's early retirement plan:
 - a) Any application for early retirement shall be granted by the board of education;
 - b) The early retirement annual benefit shall be paid to the retiree in two (2) payments-- one (1) in January and one (1) in July.
 - c) An employee taking early retirement shall have the option to maintain health insurance coverage through the school district's health insurance program by agreeing to submit a check to the accounting department by the 23rd of each month insurance is in force;
 - d) All early retirement benefits shall automatically terminate at the time an employee reaches age 65 or upon death; the option to continue the school district's health insurance program continues as long as a check is submitted to the accounting department by the 23rd of each month;
 - e) An employee who takes early retirement shall have the responsibility to keep the school district informed of their current mailing address and telephone number;
 - f) An employee who takes early retirement shall not thereafter be eligible for employment by the school district unless the early retirement plan is canceled or terminated for any reason (exception: part-time, substitutes, temporary);
 - g) If any provision of this early retirement plan is determined to be in violation of federal or state laws or regulations, then the entire plan shall immediately terminate and shall be of no further force or effect unless readopted by the board of education.