

AGWSR COMMUNITY SCHOOL DISTRICT VOLUNTARY EARLY RETIREMENT PLAN

PURPOSE

It is the expressed intent of the Board, through this plan, to reduce the potential for involuntary staff reduction by providing an economic incentive to employees to voluntarily elect an early retirement. This plan is for the year ending June 30, 2025 only. There is no guarantee that this program, or any early retirement program, will be offered in future years.”

STATEMENT OF NON-DISCRIMINATION

The School District will not discriminate against any employee on the basis of race, color, age, gender, national origin, sexual orientation, marital status, socioeconomic status, religion, creed, or disability through the application or administration of this policy.

ELIGIBILITY

1. A regular, **certified** employee is eligible for early retirement if the employee:
2. has reached the age of 55 at the actual date of retirement,
3. has worked in the district a minimum of 10 consecutive years,
4. is actively employed during the last fiscal year prior to early retirement,
5. notified the Board, through the Superintendent as provided by this Policy, and, in any event, not later than March 17, 2025,
6. retires effective not later than the start of the 2025-2026 school year,
7. has not received a notice concerning termination of the employee’s contract for faults attributed to the employee (Note: employees who have received a contract termination notice for a lay-off due to economic or District’s staffing needs may apply), and
8. has not previously received early retirement benefits from the School District unless prior board approval.

DEFINITION OF TERMS

Regular employee – A regular employee is a certified or non-certified employee who works a minimum of nine months or more each fiscal year.

Certified employee – An employee who is issued a contract under Iowa Code Chapter 279 and who is in good standing with the Iowa Board of Educational Examiners.

The Board shall establish an application deadline.

APPLICATION

The date of retirement for eligible employees will ordinarily be the end of the individual’s contract year or the end of a school term. However, another date may be requested and approved by the Board.

Application materials must include the following forms:

1. Employee Acknowledgment of Receipt
2. Employee Early Retirement Insurance Option
3. Employee Early Retirement Application

All application materials must be received by the Superintendent not later than March 17, 2025.

Submission of an employee's application for early retirement benefits does not require the Board to accept the application. However, acceptance by a vote of the Board of an employee's application for early retirement will constitute a voluntary resignation of employment by the employee and termination of his/her employment contract. If the Board does not accept the employee's application, the employee's contract will continue in effect.

LIMITATION ON NUMBER OF EMPLOYEES FOR EARLY RETIREMENT

The Board may limit the number of applications it accepts.

Employees who are eligible may apply immediately following the Board's adoption of this policy. Should the number of applications exceed the limit set by the Board, approval of an application shall be based upon District seniority of employees and the most senior employee(s), based on years of experience, meeting the eligibility criteria will be granted early retirement benefits.

EARLY RETIREMENT BENEFITS

1. Early retirement benefits are offered as an inducement to, and consequence of, retirement and are not to be construed as a continuation of salary.
2. An eligible employee will receive a payment equal to the employees total unused accrued sick leave paid at a rate of \$100 per day.
 - a. This benefit portion will be paid as a lump sum payment into a 403(b) with the payment being made on or before December 31 following retirement.
 - b. Eligible Employees must complete the necessary forms to open a 403(b) through the State of Iowa RIC program prior to retirement in order to be eligible to receive this benefit.
3. An eligible employee will receive continuation of health insurance benefits as defined by this Plan.
4. Employees are advised to seek independent advice with regard to tax or financial consequences associated with any action taken by them under this policy.

CONTINUATION OF INSURANCE BENEFITS AT EMPLOYER'S EXPENSE

In accordance with the terms set forth in Iowa Code 509A.13, upon retirement, the employee is eligible to elect continuation of the coverage in place at the time of retirement. Eligible employees may remain on the district's group health plan until the age of Medicare eligibility, and in accordance with the terms dictated by the group insurance carrier.

- Participation must be continuous

- Health Insurance plans are at the discretion of the employer.
- The employer will pay a maximum of \$7,500 per year toward single health insurance benefits – if the current coverage exceeds this amount now or in the future, the employee is responsible for making timely payment of the balance to the district office in order to maintain coverage under the group health plan.

This insurance coverage will cease when the employee/retiree reaches Medicare eligibility.

TERMINATION

This plan shall terminate on **August 1, 2025**. Notwithstanding the termination of this plan, employees who are granted benefits pursuant to this plan will continue to receive such benefits as set forth herein.

RIGHT TO WAIVE REQUIREMENTS

The Board reserves the right to waive any requirement or condition of this policy at its discretion and at any time. Any decision by the Board to waive a requirement or condition which is a part of this policy shall not establish any precedent with regard to any other request for a waiver.

NO VESTING/RIGHT TO AMEND OR REVOKE

The adoption of this Early Retirement Plan shall not vest any right in any employee whether or not the employee is currently eligible for early retirement. The Board shall have the complete discretion to amend or repeal this plan or any provisions thereof at any time with or without notice and shall not be obligated to provide any benefits to any employee after the date of such amendment or repeal, except to those employees whose early retirement pursuant to this plan has commenced prior to amendment or repeal.

CONFLICT/SEVERABILITY

Should any portion of this policy be in conflict with state or federal rules, regulations or laws, that portion of the policy shall be invalid, and all other portions remain in full force and effect. Any decision by the Board to waive a requirement or condition which is part of this policy shall not establish any precedent with regard to future requests for a waiver.

PLAN INTERPRETATION

The Board is the final arbiter of all questions of interpretation under this plan, including but not limited to, questions of eligibility or benefit calculations.

Approved 2/14/2022

Reviewed 2/14/2022

Revised 2/10/2025