

Retirement of Professional Staff

Employees are required to give written notice to the district not later than 60 days prior to the effective date of an employee's retirement. Such written notice, unless waived by the Board of Education for good cause, is a prerequisite to the employee being entitled to compensation for unused sick leave as provided herein. Upon retirement, a district employee who has provided the required notice will be compensated at the established substitute rate for unused sick leave accrued up to a maximum of sixty (60) days.

Adopted: **April 24, 2000**

Reviewed: March 2006 by Policy Review Committee
April 16, 2007
By Policy Review Committee June 2010

Revised: August 19, 2002
April 4, 2006

LEGAL REFS.: 29 U.S.C. 621 *et seq.* (*Age Discrimination in Employment Act*)
C.R.S. [24-51-101](#) *et seq.* (*Public Employees' Retirement Association*)

CROSS REF.: [GCQE](#), Discipline, Suspension and Dismissal of Professional Staff

[Revised March 2008]

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