

Coronado Unified School District

Approval of Retirement Notice Stipend

EXECUTIVE SUMMARY

One of the guiding principles in our Long-Range Plan is to make purposeful efforts to recruit and retain highly qualified staff. The earlier we can determine the number of teachers who intend to retire, the earlier we can begin our efforts to recruit highly qualified teachers to fill those vacancies. The longer we wait to replace retiring teachers, the more difficult it will be to find replacements.

Because of the spread in compensation between starting and experienced teachers, the district can recognize substantial savings when a new teacher replaces a retiree. As we enter our budget planning cycle for the 2020-21 school year, we will need to appropriately plan for growth and allocation of staffing within each school's master schedule. The earlier we can determine what, if any, savings we will achieve on known retirements, the better we can plan for certificated staffing and benefits costs.

For these reasons, staff recommends that the Board of Trustees approve a one-time stipend for employees who provide an early notice to retire. Staff believes this will encourage a number of employees to submit retirement notices, rather than waiting to the end of the school year, which is often the case.

The stipend proposed below, would be paid for out of the substantial salary and benefits savings recognized through attrition.

1. Notice Period

- a. Employees giving notice of intent to retire to Human Resources **between November 15, 2019 and January 7, 2020** will receive **\$1,000**.
- b. After January 7, 2019, there shall be no stipend awarded for early notice of retirement.

2. Eligibility

- a. No stipends will be paid for involuntary separation.
- b. Employees must meet eligibility requirements for retirement in CalSTRS or CalPERS and may not return to district employment subject to the rules governing the respective retirement systems.

3. Official Action

- a. Employees who submit their early notice of intent to retire by January 7, 2020 shall have their names submitted to the Board of Trustees at the regular meeting on January 16, 2020 for acceptance.
- b. Employees may rescind their notice to retire up until the time the Board of Trustees takes action to accept the retirement notice.
- c. Stipends will be paid no later than the month following official and final separation from the District. For example, if an employee's final day of work is June 16th, the stipend would be paid not later than July.

RECOMMENDATION:

It is recommended that the Board approve the limited, one-time stipend to employees who provide early notice of their intent to retire with an effective date no later than June 30, 2020, and subject to the guidelines described in the Executive Summary.

FUNDING SOURCE:

General Fund 01-00, or the fund to which the employee is charged.