

Stipend for Early Notification of Retirement

CUSD is pleased to offer a one-time stipend to all employees who are employed as of November 15, 2019 and who provide notice of intent to retire with an effective date no later than June 30, 2020. The following guidelines apply:

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. Notices of retirement received after January 7, 2019 shall not be eligible for this stipend.

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.

Any employee wishing to provide their notice of intent to retire should complete the Early Notice of Retirement form on the following page. Copies are also available at <https://coronadousd.net/faculty-staff/forms-resources/>, at all school offices, as well as at the District Office.



Human Resources Department
201 6th Street, Coronado, CA 92118
(619) 522-8900 www.coronadousd.net

EARLY NOTIFICATION RETIREMENT FORM

Name: _____

Social Security No.: _____

Position: _____

Site/Department: _____

Effective Date of Retirement (last working day): _____
No later than June 30, 2020

Forwarding Address: _____

Comments:

Signature

Date

*Please note that once the Early Notification of Retirement has been officially accepted by the Board of Trustees at a Board Meeting, it is irrevocable without further board action.