

Early Retirement/Resignation Notification Stipends
Announcement for 2012

If you are considering separating from the District at the end of the school year, the following may be of interest to you.

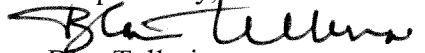
To: Boise School District Staff
Re: Early Retirement Notification Stipends
Fr: Blas Telleria

Early Retirement Notification Guidelines and Forms for classified and certified employees who plan to retire or resign from the District at the end of their work year are now available (see attachments) or visit <http://www.boiseschools.org/benefits/index.html>

If you have already submitted a resignation, the Human Resources Department will send you the Early Notification Stipend form and guidelines.

Please note there is a March 2, 2012 deadline to apply for the stipend. Some restrictions apply.

Respectfully,



Blas Telleria

Director of Human resources



The Independent School District of Boise City

8169 West Victory Road
Boise, ID 83709

(208) 854-4000
Fax (208) 854-4003

Certified Early Resignation/Retirement Form For Stipend January 15, 2012

Certified Professional Employees and Administrators who work half-time (.5 FTE) or greater who plan to resign or retire from the District at the close of the 2011/2012 school year and who voluntarily complete and submit a resignation form (effective at the end of his/her work year) on or before 4:00 PM March 2, 2012, to Employment and Benefits will receive a \$500 (five-hundred dollar) early notification stipend in their June check.

Dear _____:
(Area Director)

I am eligible (qualify) for the \$500 voluntary early resignation or retirement stipend because:

1. I am a certificated employee eligible to receive a Standard Teacher's or Administrator's Contract for 2011/2012;
2. I intend to be in an active status through the end of the 2011/2012 work year;
3. For PERSI eligible retirees who plan to retire--I have contacted PERSI and/or know the amount of the monthly benefits (including but not limited to income and health benefits) I will receive upon retirement;
4. For employees who have renewable contract rights—I understand that I am waiving my renewable contract rights as provided by Idaho Code 33-515.
5. I am submitting this signed Resignation/Retirement form to Employment and Benefits on or before 4:00 PM March 2, 2012.

I hereby resign my (assignment) _____ position at (location) _____ school, effective at the end of the 2011/2012 school year with the understanding that my monthly contract pay will continue through August 2012 or my last scheduled pay date.

I have read and understand the Notification Stipend Guidelines.

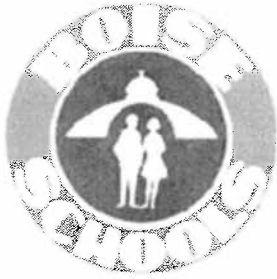
Sincerely,

Signature: _____ Print Name: _____
 Employee ID#: _____
 Date: _____

Internal Use: Date Letter Received: _____

"Educating Today For a Better Tomorrow"

An Equal Opportunity Employer-Educator



The Independent School District of Boise City

8169 West Victory Road
Boise, ID 83709

(208) 854-4000
Fax (208) 854-4003

To: **Certified Employees** considering resigning or retiring from the District at the end of the work year

Re: Early Voluntary Resignation/Retirement Notification Stipend for 2012

Fr: Blas Telleria, Director of Human Resources

Date: January 15, 2012

Notification Stipend Guidelines

Certified employees who work half-time (.5 FTE) or greater who plan to resign or retire from the District at the close of the 2011/2012 work year and who voluntarily complete and submit a resignation form on or before 4:00 PM Friday March 2, 2012, to Employment and Benefits Department will receive a \$500 early notification stipend in their June check (see requirements and exceptions below). Note: Employees hired on a one-year-only terminal contract are not eligible for the stipend.

Requirements:

- Employment and Benefits Department must be in receipt of your voluntary signed resignation on or before 4:00 PM March 2, 2012.
- Use the approved Early Retirement/Resignation Form. It may be found on the web at www.Boiseschools.org/benefits.
- You are eligible for a Standard Teacher's Contract or Administrator's contract for 2011/2012.
- You are currently working half-time (.5 FTE) or greater and are on a Standard Teacher's Contract.
- You acknowledge that by submitting your resignation letter/form on or before March 2, 2012, your Standard Teacher's Contract will not be renewed.
- You intend to work to the end of the 2011/2012 work year (possible exception granted to employees on District approved LOA).

You understand and acknowledge:

1. Your early resignation submitted on or before March 2, 2012 is of your own choosing. This is voluntary.
2. Your intent to not return to the District will be public knowledge in early April 2012.

3. Upon approval by the Board of Trustees at the Board's regular April 2012 meeting, your election to retire or resign at the end of the 2011/2012 work year will be final and non-revocable except for special circumstances as defined in the Master Contract Article I, O.* Should you successfully invoke this provision of the Master Contract on or before May 15th 2012, you will return to your prior position if available. If not available, the District will place you in a position in the District for which you are qualified.
4. For certified professional employees who are eligible for PERSI retirement; you understand, and have contacted PERSI about PERSI retirement and know the amount of the monthly benefits (including but not limited to income and health insurance benefits) you will receive upon retirement. Please contact PERSI in regard to your exact benefits. To determine the value of your sick leave, divide the number of your accrued sick leave days by 2, then multiply that number by your base contract daily rate of pay (your accrued sick leave days can be found in Subfinder).
5. With very few exceptions, your pay will continue through August 2012.

If you have questions please e-mail Benefits@Boiseschools.org or contact Brent Nye (854-4071)

Respectfully,

Blas Telleria
Director of Human Resources

* Master Contract Article I, O. The term "Special Circumstance" as used in this Contract shall mean a situation which could not have been prepared for in advance and which requires immediate attention.