

Professional Personnel

Administrative Procedure – Early Retirement

Certificated personnel must be eligible to receive an annuity from the Teachers' Retirement System of the State of Illinois before being considered a retiree by the Board of Education. Such persons shall submit the retirement notice not later than June 30th of any academic year and any notifications, unless otherwise stated, shall imply the intent to complete the contracted academic year.

Persons who elect to take advantage of the provisions in Policy 5:210 are advised that once their request to retire has been approved by the Board of Education, they cannot rescind that request after June 1 of the year the first payment is made to the Teachers' Retirement System.

In the event of death prior to receipt of monies due, the estate shall receive the payment as scheduled.

Certificated personnel, within the bargaining unit, who elect the Early Retirement Option must submit their notification of intent at least 75 days prior to the end of the student attendance year. Such notification of retirement may be withdrawn from consideration if the retiree is not among those eligible for the Early Retirement Option.

Educational support personnel shall announce their intent to retire thirty days prior to the date of retirement.

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Revised: 6/28/88, 5/2/89, 7/23/91, 1/26/93
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