

## **EMPLOYEES - Series 400**

### **413 Support Employees - Termination**

#### **413.7 Retirement**

Support employees who will complete their current letter of assignment with the board may apply for retirement. No support employee will be required to retire at any specific age.

Application for retirement will be considered made when the support employee states in writing to the superintendent, no later than the date set by the board for the return of the employee's letter of assignment to the board if applicable, the employee's intent to retire. The letter must state the employee's desire to retire and be witnessed by another party other than the principal or the superintendent.

Board action to approve a support employee's application for retirement shall be final, and such action constitutes termination of the employee's letter of assignment effective the day of the employee's retirement.

Support employees and their spouse and dependents who have group insurance coverage through the school district may be allowed to continue coverage of the school district's group health insurance program, at their own expense, by meeting the requirements of the insurer.

Adoption Date: December 12, 2000

Review Date: March 13, 2008

Revision Date: April 12, 2005

Legal Reference: 29 U.S.C. Section 621 et seq. (1988).  
Iowa Code Section 91A:2,.3,.5; 97B; 216; 279.19A, .46 (1995).  
581 I.A.C. 21.  
1978 Op. Att'y Gen. 247.  
1974 Op. Att'y. Gen. 11, 322.