

## **Hiring of Retired School Employees**

### **Purpose**

This policy sets forth the parameters for the hiring of retired persons from the Teachers' Retirement System, the School Employees' Retirement System, or the Public Employees' Retirement System.

### **Scope**

This policy applies to the Superintendent, the Human Resources Manager and any district employee involved in the hiring process of retired persons.

### **Policy**

1. The district will recruit, select and employ the best-qualified individuals as employees. The district may employ persons retired from the Teachers' Retirement System (TRS), the School Employees' Retirement System (SERS) or the Public Employees' Retirement System (PERS). A retired employee will only be rehired pursuant to this district policy.
  - 1.1. All retirees of TRS, SERS or PERS may work an annual threshold of eight hundred sixty-seven (867) hours per year while receiving retirement benefits. The annual threshold for TRS Plan 1 retirees is calculated per fiscal year. All other plans are calculated per calendar year. Qualified hours are determined by whether the retiree works in an eligible position as defined by the Department of Retirement Systems (DRS).
  - 1.2. Teachers who have retired under the alternate early retirement provisions may be employed for up to eight hundred sixty-seven (867) hours per school year without suspension of pension benefits, subject to the state prescribed conditions of employment and allowable time period for this qualifying group.

## **2. DISTRICT RESPONSIBILITIES**

The district will abide by the following process when considering a retiree for employment:

- (a) The Board of Directors will approve a process for recruitment and selection of employees, including those vacancies for which a retiree applicant may be considered.
- (b) Applicant(s) will be evaluated and considered equally, selecting the candidate who best meets the needs of the district.
- (c) There will be no prearranged employment agreement or commitment to rehire an employee after retirement. Mere inquiries about post-retirement employment do not constitute an agreement.
- (d) Employment will be limited to a maximum of a one-year, non-continuing contract or appointment.

- (e) Subject to any applicable bargaining agreements, vacancies filled by retirees will be annually reviewed by the Board to determine whether the retiree will be rehired for another year of employment.
- (f) The district will provide the retiree with the same terms and conditions of employment as other appointees or employees in comparable positions, with the exception of sick leave cash-out.
- (g) The district will report the number of hours worked by the retiree to DRS.
- (h) The district will report the following to OSPI by October 1<sup>st</sup> of each year:
  - The number of substitute teachers hired per school year.
  - The number of substitute teachers hired under the retire/rehire provision.
  - The full daily compensation rate per substitute teacher.
  - The reason for hiring the substitute teacher.

### **3. RETIRED EMPLOYEE RESPONSIBILITIES**

The following conditions of employment will apply to retirees that are re-employed:

- (a) Retired applicants will disclose to the district whether they are retired from a Washington state retirement plan.
- (b) Employees must satisfy the DRS requirement for separation and retirement from service prior to accepting a retire/rehire position with the district.
- (c) Retirees are subject to the same collective bargaining membership as other one-year temporary employees.
- (d) Retirees are responsible for tracking service hours during post-retirement employment among multiple employers.

#### **Related Procedures**

5010P1-Equal Employment Opportunity and Affirmative Action

#### **Policy Cross References**

5000-Recruitment, Selection and Employment of Staff

5005-Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval

5010-Equal Employment Opportunity and Affirmative Action

#### **Policy Legal References**

Chapter 41.32 RCW – Teachers' Retirement

Chapter 41.40 RCW – Washington Public Employees' Retirement System

**Management Resources**

*Policy News*, August 2011 – Legislature refines the retire/rehire law

*Policy News*, June 2007 – Revisions to Retire/Rehire Law

**Policy History**

<b>Action:</b>	<b>Date:</b>
Approved by the Board	August 15, 2007
Revised	June 15, 2016
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Revised	

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