

**BOARD POLICY: VOLUNTARY TERMINATION BENEFITS FOR CERTIFIED
ADMINISTRATORS AND SUPERVISORS**

6100

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Section A – Introduction

It shall be the policy of the Board of Education of District #225 to recognize the services of its regularly employed certified administrators and supervisors who have provided long and effective service to the youth of our community through a program of voluntary termination benefits.

Section B - Eligibility

Certified administrators and supervisors who have been full time employees of District #225 for a minimum of ten years immediately preceding their voluntary termination or for an aggregate minimum of fifteen years of which a minimum of five years are immediately preceding their voluntary termination, may apply for termination benefits under this policy as “Eligible Former Employees.”

For the purposes of this Policy, an administrator or supervisor who is eligible to receive a TRS retirement pension of at least 74.6% of average salary and will attain age 55 on or before December 31 during the calendar year of retirement, shall be deemed to attain age 55 on the preceding June 1.

Section C – Benefits Available to Eligible Former Employees Who Satisfy the Eligibility Requirements of Section B of this Policy

In lieu of insurance access or coverage provided in Section D, below, the Board of Education shall provide the Eligible Former Employees with an annual cash severance payment of \$2,500 for each of five years following retirement. Such payments shall be made on or before September 30 of each school year following the school year of retirement under TRS. It is the intent of the Board that such payments shall not be considered creditable earnings for purposes of the Illinois Teachers’ Retirement System, and no such payment shall be made to the extent it subjects the Board to any additional payment or penalty to TRS. Eligible Former Employees may, at their sole discretion, waive entitlement to this benefit and elect those insurance allowance benefits contained in Section D.

Section D - Benefits Available to Eligible Former Employees Until Age 65 or the Age of Medicare or Medicaid Eligibility, Whichever Shall Occur First

The Eligible Former Employee may select the benefits contained in this Section D in lieu of the benefits provided for in Section C, above.

1. The Board of Education shall provide Eligible Former Employees individual medical insurance coverage under the District’s High Deductible Health Care Plan, Blue Advantage HMO or TRIP HMO Plan, as selected by the Eligible Former Employee. The Board shall pay an amount equal to 95% of the premium therefor. In the event that the plan selected by the Eligible Former Employee is no longer an option for District employees or no longer available, the Eligible Former Employee may select coverage under one of the aforementioned remaining plans, if any, or under a plan that may be designated by the District, in its discretion. Under no circumstances will the premium contributed toward the TRIP HMO Plan be greater than that contributed toward the district’s plans.

Section D - Benefits Available to Eligible Former Employees Until Age 65 or the Age of Medicare or Medicaid Eligibility, Whichever Shall Occur First (Continued)

2. Eligible Former Employees shall be allowed to maintain family medical insurance coverage under a plan referred to in Paragraph 1 of this Section D, or designated by the District, in its discretion; provided they had family coverage on the effective date of their retirement. Eligible Former Employees shall be responsible for the full premium, less the Board's contribution, referred to in Paragraph 1 of this Section D.
3. Eligible Former Employees shall be allowed to maintain individual or family dental coverage as then available to employees of the District provided they had such coverage on the effective date of their retirement. Eligible Former Employees shall be responsible for the full premiums for these plans.

Section E – Special Provisions for Certified Administrators and Supervisors

1. In addition to the benefits provided in paragraphs 1 and 2 of this Section D, the Board of Education shall contribute \$2,500, annually, to the Glenbrook Health Savings Plan (America's VEBA Solution or the plan then in effect for District employees), on behalf of the Eligible Former Employee, for a period of five years after the effective date of retirement.
2. The insurance allowance specified in paragraph 1 of Section E may be used toward the purchase of health insurance provided by TRS or health or dental insurance then provided by the district, provided participation by retirees in the district's plan is allowed by the provisions of the then-current policy. No cash payment shall be made to any Eligible Former Employer.
3. The Board of Education shall provide Eligible Former Employees with \$50,000 of term life insurance until the Eligible Former Employee reaches age 65 or the age of Medicare or Medicaid eligibility whichever shall occur first. The term life insurance shall be provided by the Board at no cost to the Eligible Former Employee.
4. The Board of Education shall pay both the employer's and the employee's contribution to TRS for Eligible Former Employees who elect to participate in the State's Early Retirement Option. In no case shall the Board's total payment, for any Eligible Former Employee, exceed 135% of the contribution required of the Board of 40 ILCS 5/17-130-I. The benefits under this subparagraph are not available for employees retiring after June 30, 2016.
5. The Eligible Former Employees shall be allowed to convert any term life insurance, bought or provided for by the district, and carried, on their last date of employment, to any alternative policy approved by the insurance carrier. After such conversion, Eligible Former Employees shall be responsible for full payment of any premium.
6. Eligible Former Employees shall be allowed to continue to participate in the Employee Assistance Program provided by the Board for regularly employed certified administrators and supervisors.

Section F -Benefits Available to Eligible Former Employees

1. All requests for participation under Section E must be submitted in writing to the Assistant Superintendent of Human Resources prior to April 1 of the certified administrator or supervisor's final four years of employment. The request shall include a copy of the administrator or supervisor's latest Personal Statement of Benefits from TRS.
2. Participation in the benefits under Section E plan is dependent on unconditional and irrevocable resignation of the certified administrator or supervisor who enters into a four-year employment contract with the Board of Education. Any employee who does not fulfill their contract, under Section E, for whatever reason, shall be ineligible for any of the benefits contained in Sections D & E of this Policy.
3. Participants, in benefits under Section E plan, shall have each of their last four year's annual salary increased by an amount equal to 6% of their previous year's annual salary.
4. The 6% increase described in Paragraph 3 of this Section E shall be in lieu of any salary increases which the administrator or supervisor would otherwise receive.
5. Salary payments described in Paragraph 3 of this Section E shall be defined as contractual salaries paid for performance of duties as an administrator or supervisor. The salaries shall not include any stipends or any other payment of any type whatsoever.
6. During the administrator's or supervisor's last four years of employment, they shall not receive any stipends or other payments, of any type, that they are not currently receiving immediately prior to the start of the contract. Any stipends or payments removed during the last four years of employment shall not be reinstated.

Section G – Vacation

In addition to those benefits contained in Section D, retirees who were employed by the District on a full-time, twelve-month basis, may choose to have the Board of Education directly contribute to the Glenbrook VEBA Health Savings Plan, the value of up to ten (10) days of unused vacation days in lieu of payment for work days, at their then current annual base salary per diem rate for the first year of retirement. Any other vacation days accrued and earned, must be used or they will be forfeited.

Section H – Miscellaneous Provisions

1. For purposes of this Policy, the school year shall begin on July 1 and end on June 30.
2. The terms "administrator" or supervisor," when used in this Policy, shall mean all full-time regularly-employed personnel who have been issued a certified administrative employment contract by the district.

Section H – Miscellaneous Provisions (Continued)

3. If an employee, who has been approved for participation in one of the plans in this Policy, dies prior to their declared retirement date, the employee's prorated salary shall be calculated utilizing the 106% salary rates, in lieu of any benefits otherwise provided under this Policy 6100.
4. An eligible administrator or supervisor who applies for retirement benefits in their last year of employment, (i.e., after April 1st of their next to last year of employment but prior to April 1st of their last year of employment, shall have their last year's annual salary increased by 6% of their previous year's annual salary. Eligible individuals shall also have access to the benefits listed in Sections D & E of this Policy.
5. If changes occur in the operation of TRS, which result in an increase in the cost of this Policy to the Board, the Board shall have the authority to revise this Policy in such a manner that the revision shall result in no additional cost to the Board relative to the current Policy.
6. This Policy shall be effective from and after July 1, 2016.

Approved: June 7, 1978
Revised: October 22, 1979
Revised: November 5, 1979
Revised: November 19, 1984
Revised: December 16, 1985
Revised: August 21, 2000
Revised: April 23, 2001
Revised: January 9, 2006
Revised: August 31, 2009
Revised: October 24, 2016