

Guidelines for Benefits and Wages for Non-Certified Employees Returning to Intermittent or Temporary Employment

Purpose:

This document outlines the wages, benefits, and conditions under which retired hourly employees of Yellow Medicine East may return to intermittent or temporary positions after retirement. This document ensures clarity, fairness, and alignment with district needs and state regulations. It also reflects the district's commitment to leveraging the skills and experience of its retired employees while ensuring compliance with applicable laws and regulations.

Policy Statement:

Yellow Medicine East recognizes the value of its retired employees and offers opportunities for them to contribute their expertise in intermittent or temporary roles. This policy provides details regarding compensation, benefits, and eligibility for retired hourly employees returning to employment.

1. Eligibility

- Retirees must have officially retired from Yellow Medicine East and be drawing Public Employees Retirement Association (PERA) of Minnesota benefits.
- Retirees must meet any licensure or qualification requirements specific to the position they seek to fill or as required by the school district.
- Positions must be designated as intermittent or temporary by district administration.
- This policy does not cover casual substitutes.

2. Wages

- Returning retirees will receive an hourly wage commensurate with the responsibilities of the position.
- Wages will align with the current pay scale for similar positions or, if applicable, will reflect their final hourly wage at the time of retirement. The superintendent retains the right to pay higher wages taking into consideration the retiree receiving no retirement or insurance benefits.
- All wages will be approved through regular employment procedures including school board approval.

3. Benefits

- **Retirement Benefits:** Retirees will retain all pension benefits accrued under PERA, in compliance with state regulations.
- **School Insurance Plans:** Retirees returning in an intermittent or temporary capacity will not be eligible for district-provided contributions towards plans other than what was provided at the time of retirement.
- **Professional Development:** Retirees may participate in professional development opportunities directly related to their role, as approved by the district. All required training and education are applicable.
- **Flexible Scheduling:** Returning retirees may request flexible schedules to accommodate personal commitments, subject to the approval of their supervisor while prioritizing the needs of the district.

4. Employment Limitations

- Hours worked must comply with PERA rules (30-day break in service and no agreement for re-employment) regarding post-retirement earnings limits to ensure no impact on retirement benefits.

- Employment in a temporary or intermittent capacity will not include eligibility for additional retirement contributions.
- Re-employment will be based upon the needs of the district and is considered temporary and may be ceased with short notice based upon the needs of the district.

5. Process for Reemployment

- Interested retirees must submit an application for intermittent or temporary positions using the district's hiring procedures.
- The district will review applications and prioritize positions based on organizational needs and the retiree's qualifications.
- The district will continue to advertise the position and the employment will be discontinued at the district's discretion (upon hiring a suitable replacement, position is no longer needed, etc.).

6. Review and Monitoring

- The district will periodically review this policy to ensure compliance with state and federal regulations and alignment with organizational needs.
- Human Resources will monitor the hours and earnings of returning retirees to ensure compliance with retirement benefit guidelines.
- A copy of this policy shall be shared with the employee.

Effective Date:

This policy shall take effect on **[Insert Date]** and will remain in force until amended or rescinded by the Yellow Medicine East School Board.

Contact Information:

For questions regarding this policy, please contact the Human Resources Department or the Superintendent.

Adopted by:

Yellow Medicine East School Board

Date: **[Insert Date]**