



Policy Section: **Personnel/Employee Matters**

700

Policy Name: **Retirement of Employees**

707

Policy Statement

It is the policy of the Keewatin-Patricia District School Board to establish a normal retirement age for its employees, in accordance with the following guidelines.

Rationale

Consistency and predictability of retirement age for employees of the Board is desirable. The Board and its employees need to manage the retirement of employees and its effect on the Board, the employee and the schools served.

Board employees are members of either the Ontario Municipal Employees Retirement System or Teachers' Pension Plan, both of which have a normal retirement age of sixty-five.

Guidelines

1. General

- 1.1 Retirement at age 65 is not mandatory however the normal retirement age for all Board employees shall be 65 years.
- 1.2 Notices of intent to retire shall be written to the principal/supervisor with a copy to Human Resources.
- 1.3 An employee planning early retirement shall forward a notice of intent to retire to the principal/supervisor with a copy to Human Resources at least three months prior to the proposed retirement date or as required by collective agreements.

2. Retirement Date

Retirement shall take effect in accordance with the normal dates of resignation outlined in the appropriate pension plan/collective agreement/policy unless otherwise agreed by mutual consent.

Cross Reference:
Teachers' Pension Act, R.S.O. 1990, c. T.1
Ontario Municipal Employees Retirement System Act, 2006, S.O. 2006, c. 2

Date Approved: April 8, 2003
Date Reviewed: May 18/04; Apr 8/08;
May 10/11; May 13/14; April 24/18;
Review by: 2022