

## Professional Personnel

### **5:210 Resignations and Retirement**

Professional personnel may resign at any time with consent of the Executive Committee. No professional personnel may resign during the school term in order to accept another certified or licensed position without the consent of the Executive Committee. Professional personnel may resign outside of a school term if the employee provides written notice to the Special Education Director, at least 30 calendar days prior to the first student attendance day of the following school year. Professional personnel who resign with less than 30 days' notice prior to the first student attendance day of the following school term will be deemed to have resigned during the school term.

Probationary personnel and licensed employees may resign during their contract period only with the Executive Committee's consent.

#### Retirement Incentive

This incentive is available for professional personnel retiring under the Illinois Teacher Retirement System as provided for below.

1. During the term hereof, eligible employees may elect to participate in the Retirement Bonus Plan (the "Plan"). Under the Plan, "eligible employees" shall mean employees who:

- Are eligible to receive non-discounted retirement funds from TRS without penalty or accelerated payment (as defined by then-current TRS rules).
- Have at least 15 years of employment with Mid-State Special Education at the time a letter of intent to retire is submitted.
- Have submitted an irrevocable letter of resignation for retirement to the Director on or before January 1 of the year in which the plan will commence. In addition, the employee shall provide proof from TRS that he/she has applied and been accepted for an annuity under the TRS rules and regulations unless the Director has obtained said proof directly.

2. Eligible employees may elect a one, two, three, or four-year retirement incentive program under the Plan. Election shall be made by submitting an irrevocable letter of resignation for retirement to the Director identifying the fiscal year in which the Plan shall commence (which may not include the current fiscal year and shall not exceed four consecutive years) and identifying the effective date of resignation. The employee shall be compensated 106% of the previous year's base compensation. Base compensation is defined as the salary amount prior to the addition of the payment to TRS. For the second, third and fourth years of the Plan, the previous year's base compensation shall include the Retirement Bonus paid during such previous year.

In addition, the irrevocable letter of resignation for retirement must include, as consideration for participation in the earnings increase under this Policy, that if any law is enacted or not re-enacted that results in a greater cost to the Board of an employee to retire (including costs imposed by legislatively enacted or not re-enacted early retirement program), then the provisions related to the retirement plan shall be suspended such that the Board's cost is not greater than anticipated at the time of accepting the employee's participation in the retirement plan.

The irrevocable letter of resignation for retirement must also include, as consideration for participation in the earnings increase under this Policy, that when an employee is five (5) or less years from eligibility for a TRS annuity, the employee's nonexempt creditable TRS earnings from employment in the District, irrespective of form and no matter how arising, shall not exceed an increase of more than six percent (6%) from year to year, no matter how arising.

## Sick Leave Balloon

This incentive is available for professional staff members retiring under the Illinois Teacher Retirement System. The employee incentive and qualifications required for this incentive are detailed below:

Professional staff members that:

- Meet the minimum Teacher Retirement System requirements
- Submit an irrevocable letter of resignation for retirement by January 1 of the year in which the plan will commence (which must be more than 4 years prior to retirement)
- Accumulated at least 100 sick days while working for Mid-State Special Education at the time the letter being submitted

Incentive: Mid-State Special Education will grant 100 additional sick days plus 5 sick days per Mid-State Special Education service years, not to exceed 340 sick days. These days will be given prior to the beginning of the 4th year prior to retirement in a lump sum. Employees will continue to accumulate their normal allotment of sick and personal days during this 4-year period.

Example: If the irrevocable letter stating the employee's intent to retire is provided to the Mid-State Executive Board on or before January 1, 2026, the employee will receive their sick leave balloon before the end of that school year. The employee will then work the 2026-2027, 2027-2028, 2028-2029, and 2029-2030 school year; retiring at the end of the school year in 2030.

Adopted: June 4, 2025

**Midstate Special Education Coop**

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