# PERSONNEL 03.273

‑ Classified Personnel ‑

Retirement

Definition

Retirement means retirement from the Kentucky Retirement System (CERS).

Notice

Employees planning to retire should give the Executive Director notice as far in advance as possible, but not less than twenty (20) working days prior to retirement for certified and non-certified staff.

Responsibility

Retirement benefits shall be solely a matter of contract between the employee and the Kentucky Retirement System and shall not be the responsibility of NKCES, except that NKCES shall deduct and send to the Kentucky Retirement System those amounts required under Kentucky law.

Unused Sick Days

Provided an individual has been employed by NKCES for at least four (4) consecutive years prior to retirement., NKCES shall compensate eligible employees only upon initial retirement for 30% of unused sick leave days accumulated as an employee of NKCES at the rate of their current daily salary. For personnel who begin employment in a position covered by CERS on or after July 1, 2008, unused sick leave days to be recognized in calculating reimbursement under [KRS 161.155](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/161-00/155.pdf&requesttype=krs) shall not exceed 300 days.

NKCES shall provide compensation for unused sick leave days when the employee provides proof s/he qualifies as an annuitant who will receive a retirement or disability allowance from the Kentucky Retirement System. Upon death of an employee in active contributing status who was eligible to retire by reason of service, NKCES shall compensate the estate of the employee.

Escrow Account

NKCES has created an escrow account to maintain the funds necessary to reimburse employees who qualify for the benefit. At least 50% of each year’s maximum liability shall be included as a line item in the General Fund Budget.

References:

29 U.S.C. 631

[KRS 61.545](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/061-00/545.pdf&requesttype=krs)

[KRS 78.610](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/078-00/610.pdf&requesttype=krs); [KRS 78.616](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/078-00/616.pdf&requesttype=krs)

[KRS 161.155](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/161-00/155.pdf&requesttype=krs)

[OAG 81‑72](http://policy.ksba.org//documentmanager.aspx?requestarticle=/civil/opinions/OAG8172.htm&requesttype=oag)

[OAG 83‑191](http://policy.ksba.org//documentmanager.aspx?requestarticle=/civil/opinions/OAG83191.htm&requesttype=oag)

[OAG 97-28](http://policy.ksba.org//documentmanager.aspx?requestarticle=/civil/opinions/OAG9728.htm&requesttype=oag)

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