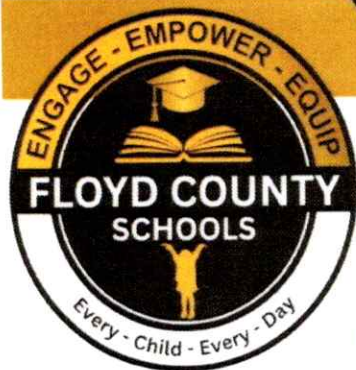




Every Child Every Day

SUPERINTENDENT
TONYA HORNE-WILLIAMS

BOARD CHAIR DISTRICT 1
LINDA GEARHEART

VICE CHAIR DISTRICT 4
KEITH SMALLWOOD

MEMBER DISTRICT 2
DR. CHANDRA VARIA

MEMBER DISTRICT 3
WILLIAM NEWSOME, JR

MEMBER DISTRICT 5
STEVE SLOANE

Consent Agenda Item (Action Item): To manage the employer's retirement contributions, health-insurance reimbursements, and other expenses connected with the reemployment of retired classified employees, Policy 03.2213 sets restrictions on their employment. Passage of this policy would prevent the Board from having to pay additional personnel costs and still be in compliance with these requirements of the KPPA. Any exception would require prior written approval from the Superintendent.

Applicable State or Regulations: Board Policy 01.11 General Powers and Duties of the Board.

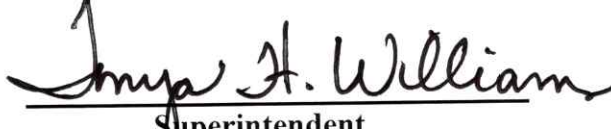
Fiscal/Budgetary Impact: The policy is expected to reduce or avoid additional personnel costs associated with KPPA employer contributions and health-insurance reimbursement obligations that may result when retired classified employees exceed applicable work thresholds.

History/Background: KPPA guidance provides that a classified substitute retiree working less than four (4) hours per day may be reported as non-participating, resulting in no employer retirement contributions or insurance costs associated with that employment. Additionally, Kentucky law exempts certain health-insurance reimbursement costs when a local school board employs a retired employee for eighty (80) days or less during the fiscal year. Absent clear District limitations and consistent monitoring, retired classified employees may exceed established thresholds, resulting in additional financial obligations for the District. Any exception to the less than four hour daily limitation or eighty (80) day annual limitation must receive prior written approval from the Superintendent.

Recommended Action: To approve the first reading of BOE Policy 03.2213 as presented.

Contact Person(s): Ted George, Assistant Superintendent (606)886-235


Assistant Superintendent


Superintendent

Date: August 21, 2026

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EMPLOYMENT OF RETIRED CLASSIFIED EMPLOYEES

Purpose

The Board is aware that former classified employees might offer useful temporary, substitute, or part-time services to the district, and at the same time it has to keep personnel costs under control and make sure that it complies with the requirements set out by the Kentucky Public Pensions Authority (KPPA) and Kentucky law.

In order to manage the employer's retirement contributions, health-insurance reimbursements, and other expenses connected with the reemployment of retired classified employees, the Board has set up restrictions on their employment.

Applicability

This policy applies to classified employees who have retired through a retirement system administered by the Kentucky Public Pensions Authority (KPPA) and subsequently return to employment with the district.

Mandatory Conditions of Employment

As a default mandatory condition of employment, a retired classified employee returning to work for the district shall:

1. Work less than four (4) hours during any workday; and
2. Do not work for more than eighty (80) days in any fiscal year.

The same limitation applies to all retired employees who are covered by this policy, unless the Superintendent or designee approves a written exception in advance.

It is not permissible for principals, supervisors, department heads, and other employees of the district to allow a retired classified employee to go beyond these restrictions without first obtaining proper written approval.

Daily Work-Hour Limitation

A retired classified employee shall be scheduled and permitted to work less than four (4) hours per workday.

The purpose of this limitation is to keep the employee in a non-participating position in accordance with the KPPA requirements and to prevent the employer from making contributions or incurring other retirement-related costs because of the employee's employment in a participating role.

No retired classified employee shall be permitted to work four (4) hours or more during any workday unless prior written approval has been granted by the Superintendent or designee.

Eighty-Day Limitation

A classified employee who has retired must not work more than eighty (80) days in a fiscal year.

Each day on which a retired employee who handles classified information carries out work that is compensable for the District will count towards the eighty-day limit required by the KPPA.

The fact that this limitation is in place ensures that the District is exempted by statute from having to reimburse health-insurance premiums or contributions to retirees who were employed by them for eighty (80) days or fewer during the fiscal year.

Exceptions

Any exception to the less-than-four-hour daily or eighty (80)-day annual limitation requires prior written approval from the Superintendent or designee.

Before approving an exception, the Superintendent or designee shall consider:

- The operational need requiring the exception;
- The anticipated duration of the exception;
- Potential KPPA employer contributions;
- Potential health-insurance reimbursement obligations; and
- Any other financial, legal, or retirement-system consequences to the District.

Any approved exception shall apply solely to the specific employee and circumstances identified in the written authorization. Such approval does not establish a continuing right or expectation of employment beyond the limitations set forth in this policy.

Monitoring and Administrative Responsibility

The Human Resources and Payroll Departments shall be responsible for monitoring compliance with this policy.

HR and Payroll shall keep records sufficient to determine:

1. The number of hours worked by each retired classified employee each workday;
2. The cumulative number of days worked by each retired classified employee during the fiscal year;
3. The employee's proximity to the eighty (80)-day limitation; and
4. Whether continued employment may result in additional KPPA employer contributions, health-insurance reimbursement obligations, or other costs to the District.

The principals, supervisors, and heads of departments must make sure that retired employees who are under their care are arranged in line with this policy.

Supervisors must not approve work that goes beyond the approved schedule, no matter how great the demand for additional work or the operational requirements may be.

HR and/or Payroll must inform the relevant supervisor when a retired classified employee is nearing the eighty (80)-day limit.

Employee Responsibility

Each retired classified employee shall:

- Accurately report all hours and days worked;
- Work only the schedule authorized by the district;
- Not work four (4) hours or more during any workday without prior authorization; and
- Work with HR, Payroll, and the employee's supervisor to ensure compliance with this policy.

Failure to comply with this policy may result in modification or termination of the retiree's employment with the district.

Compliance With Law

Nothing in this policy shall be interpreted to supersede applicable Kentucky law, administrative regulations, or KPPA requirements.

If any part of this policy comes into conflict with applicable law or KPPA requirements, the applicable law or KPPA requirement must take precedence.

REFERENCES:

[**KRS 78.5540**](#)

[**KRS 78.635**](#)

[**105 KAR 1:140**](#)

[**105 KAR 1:390**](#)