

**Personnel**

**Professional Personnel - Resignations and Retirement**

Resignations

Tenured teachers may resign at any time with consent of the School Board or by written notice sent to the School Board Secretary at least 30 days before the intended date of resignation; however, a tenured teacher may not resign during the school term in order to accept another teaching position without the consent of the School Board.

Probationary teachers may resign during their contract period only with the School Board's consent.

Retirement Incentive

The purpose of this policy is to provide for a retirement incentive for certified employees considering retirement from the Greenfield Community Unit School District No. 10. To that end, employees may be eligible for an early retirement incentive as follows:

1. For purposes of this policy, "employee" means an employee employed in a position requiring certification as a teacher in the District.
2. The employee must be at least fifty-five (55) years of age and have at least thirty-five (35) years of service in a certified position, at least ten (10) of which must have been in the School District or be at least (60) years of age on the last day of service and have completed at least (10) years of service in a certified position in the school district.
3. The employee must submit a letter to the Board of Education no later than July 1<sup>st</sup> of any year stating the employee's irrevocable intention to retire in at least 1 year or no later than 3 years after the date of notification.
4. Any employee who meets the requirements of paragraphs 2 and 3, may receive a salary increase not to exceed 5.99% of the previous year's total reportable salary during the pre-retirement period.

LEGAL REF.: 105 ILCS 5/24-14.

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