

PERSONNEL

Early Retirement Incentive Program (ERIP)

The Early Retirement Incentive Program will cease to be available for entry at the end of the 2008 - 2009 school year. Existing participants and 2008 – 2009 qualified retirees will be the only participants in the program.

The following conditions and/or regulations will apply to the Early Retirement Incentive Program (the “Program”):

1. Any teacher or administrator employed full-time by the Westmoreland County School Board who is a member of the Virginia Retirement System (VRS) is eligible to participate in the Program at any time after age 50, provided he/she has at least thirty (30) years of service credit in VRS, completed fifteen (15) years of full-time service in the Westmoreland County Public School System, the last five (5) of which must have been consecutive years of service. Persons receiving disability retirement benefits under VRS are not eligible to participate in the Program. Participation in the Program must be initiated by the employee.
2. An employee who wishes to participate in the Program must file an application with the Office of the Superintendent at least 60 calendar days prior to the end of the school year that the employee anticipates retiring. The School Board may, but is not obligated to, grant a waiver of the 60-day application requirement upon recommendation of the superintendent. The School Board must approve all applications for participation in the Program. Participation in the Program shall become effective at the beginning of the school year following approval of the application.
3. An employee who elects to participate in the Program will be paid for services rendered at the rate of \$100 per day according the following schedule: 40 days per year for employees who retired on a ten-month contract (based on 200 day contract for current employees), 46 days per year for employees who retired on an eleventh month contract (based on 230 day contract for current employees) and 50 days per year for employees who retired on a twelve month contract (based on 250 day contract for current employees). The payments will be made in twelve equal monthly installments. The School Board will pay the employer portion of the Social Security (FICA) tax. Payroll deductions will be made to cover the cost of the employee's share of FICA. The employee will also be given the option of payroll deducting federal and state income taxes. In consideration of such annual payments, the employee will undertake an annual contractual obligation to perform short or long term substitute teaching or other assigned tasks by the superintendent or designee for the appropriate number of days specified above.

4. An employee may continue to participate in the School Board sponsored health insurance program under the terms and conditions as full-time employees while he/she is participating in the Program, if the employee was enrolled in the health insurance program for a minimum of twelve months prior to participation in the Program. Coverage under the school division's health insurance program will cease if the employee is eligible for coverage through a health insurance program sponsored by another employer. The employee cannot increase insurance coverage beyond that he/she had at the beginning of his/her last full year of employment. Employee's who do not elect to continue in the group health insurance plans will not be eligible for future coverage.
5. Employees electing to participate in the Program may continue in the Program until the earlier of (1) his/her death, (2) ten (10) years participation in the Program, or (3) the refusal to execute or the termination of the annual contract by the employee. Participation in the Program may be terminated if the employee's performance is unsatisfactory or if he/she fails and/or refuses to comply with the requirements of the Program.
6. As a condition of participating in the Program, each employee understands and agrees that:
 - a. the Program must be approved by the School Board each year in order to be effective;
 - b. the School Board may limit participation in the Program should the School Board deem it in the best interests of the school system;
 - c. the School Board reserves the right to modify or terminate the Program at any time should it determine that the Program is not in the best interests of the school division; and
 - d. the Program shall automatically terminate and be void and of no further force and effect should the School Board determine that it has not received appropriations which, in its sole opinion, are sufficient to meet its obligations under the Program.
7. The superintendent shall promulgate regulations implementing this Program.

Adopted: April 14, 2003
Amended: August 8, 2008
Amended: February 23, 2009
Amended: July 16, 2012