Potential Retirees Meeting - October 20, 2026

1. Retirement System
    a. Contact your retirement system 2-3 months prior to retirement to initiate the process. Please note that your retirement effective date with the system must be after your last date of service to the District.

2. Health Insurance
    a. Employees must meet their respective collective bargaining agreement requirements to be eligible for health insurance benefits in retirement.
    b. You and any eligible dependents must be enrolled in the District's plan as of January 1st of your retirement year. The Open Enrollment period in the Fall of the year prior to retirement will be your final opportunity to make voluntary enrollments or changes.
    c. Coverage will continue as is into retirement unless you choose to cancel (once coverage is dropped you will not be able to re-enroll, retirees are not eligible to increase coverage).
    d. You will lock in the contractual percentage that you are paying towards the health premium at time of retirement. You will be billed annually in the Spring for the upcoming fiscal year, July-June. Once you submit your notice of retirement, payroll deductions will be adjusted to only include coverage through June 30th.
    e. We will send an authorization form for you to enroll for auto-debits for your share of the premiums. Payments can be deducted once per year on or around July 15th or quarterly on or around the 15th of July, October, January and April.
    f. If you pre-decease your covered spouse their coverage will terminate at the end of that month.

3. Medicare
    a. You, and if applicable, your spouse must enroll in Medicare Part A (hospital) and Medicare Part B (medical) coverage to be effective the day after your final date of service to the District or the first of the month in which you turn 65 years old, whichever is later. Enrollment application should be submitted 90 days prior to your applicable effective date.
    b. You should not enroll in a Medicare Part D (prescription) plan as the District's prescription coverage will revert to a Part D plan once applicable.

c. You must provide the District with your Medicare ID number no later than 30 days prior to your Medicare coverage effective date to ensure proper coordination of benefits.
d. The District will reimburse you annually for your Medicare Part B premium up to the base premium amount as per your collective bargaining agreement.

4. Flexible Spending
    a. If you are enrolling for a flexible spending account in your year of retirement please estimate your total contribution appropriately. Expenses must be incurred while you are an active employee.
    b. You will still have through March 31st of the year after you retire to submit claims for reimbursement of expenses incurred prior to your retirement.

5. Retirement Incentive
    a. If eligible, incentives will be paid as a separate deposit on June 30th.
    b. If you would like your incentive payment to go into your 403/457 account, then you must complete a Salary Reduction Agreement (SRA) with Omni no later than May 31st to allow Omni time to process the request before our final payroll.
    c. Please keep in mind that FICA and Medicare tax is still applicable on these deductions so you may not be able to put the full incentive amount into the account. Contributions throughout the year will also affect this.