

3090 Long Service/Retirement Recognition

Policy 3090

STATUS: ADOPTED

LONG SERVICE/RETIREMENT RECOGNITION - EMPLOYEE

Board Approved: October 1979

Last Revised: June 19, 2013

Description:

Periods of Service, on a designated schedule, of all continuing employees, as well as total service with the School District of retiring employees, will be recognized by the Board.

Retirement shall be interpreted as referring to those employees who are leaving the service of the Board to receive a pension from the Teacher's Pension Act, the Municipal Superannuation Act, or the Canada Pension Plan.

The Board believes that Excluded Staff should be recognized for their public service, on departure.

LONG SERVICE/RETIREMENT RECOGNITION - EMPLOYEE

Board Approved: October 1979

Last Reviewed: June 19, 2013

Description:

Long Service Recognition

Continuing employees will be recognized by the Board of Education in progressive service intervals according to the following schedule:

- 10 years service - presentation of 10 year pin
- 15 years service - presentation of 15 year pin
- 20 years service - presentation of 20 year (Silver) pin
- 25 years service - presentation of 25 year (Gold) pin, Engraved Watch
- 30 years service - presentation of 30-year (Gold with Ruby) pin, District Cheque of \$350
- 35 years service - presentation of 35-year (Gold with Ruby & Diamond) pin, District Cheque for \$500
- 40 years service - presentation of 40 year (Gold with Ruby, Sapphire & Diamond) pin, District Cheque for \$650

The presentation of pins will be made respectively by the Principal of the school to which the honoured teacher is assigned and/or the Supervisor of the department of which the honoured employee is a component at a time and place to be determined by the Principal/Supervisor. A list of recipients will be sent to the Principals/Supervisors in the spring of each year.

Retirement with 25, 30, 35, 40-Year Service Recognition

An invitation to a recognition dinner, to be held in June of each year, will be extended to continuing 25, 30, 35, 40 Year Service Employees and spouses (escorts), retirees and spouses (escorts), trustees and District Staff and Supervisors.

- 25 years of service will be recognized by the Board with a presentation of an engraved watch
- 30 years of service will be recognized by the Board with presentation of a cheque in the amount of \$350
- 35 years of service will be recognized by the Board with presentation of a cheque in the amount of \$500
- 40 years of service will be recognized by the Board with presentation of a cheque in the amount of \$650

Retiring employees will be recognized by the Board on the basis of years of service to School District No. 59:

- Less than 10 years - presentation of a School District cheque in the amount of \$100, and gift certificate of choice in the amount of \$130.00
- 10 years or more - presentation of a School District cheque in the amount (\$20/year of service to a maximum of \$500), and gift certificate of choice in the amount of \$130.00

In Addition:

Departing District Management and Excluded Staff will be honoured by the Board with the presentation of an departing gift, the value of which will be commensurate with their length of service, in combination with their relationship to the Board.

District Management and Excluded Staff are defined as:

- Superintendent of Schools
- Assistant Superintendent
- Director of Instruction
- District Principal
- Secretary-Treasurer
- Assistant Secretary-Treasurer
- Facilities Manager
- Assistant Facilities Manager
- Transportation Manager
- Manager of Human Resources
- Manager of Career Education Programs
- Information Systems Manager
- Administrative Assistant – Secretary Treasurer
- Confidential Secretary - Superintendent
- Manager of Technology Services (and technology staff)
- Electronic Systems Manager

T4's will be issued for all gifts of money included in this regulation, and should be marked "Tax withheld at source".