

Summer Pay for Retiring School Employees

Licensed positions on 12-month contracts

Contract End Date	Retirement Date	End Date	Report	Don't Report	Board of Ed Licensed Positions
July 31	June 1	May 31	Pay thru May 31	June, July or add-on pay	<ul style="list-style-type: none"> • Educator (Teacher, etc) • Audiologist • Speech pathologist • Occupational therapists • Physical therapists • Social worker • Registered nurse • Dietitian • Licensed professional counselor • Psychologist • Orientation and mobility instructor
	July 1	June 30	Pay thru June 30	July or add-on pay	
	Aug 1	July 31	All pay, including add-on*	n/a	
Aug 31	June 1	May 31	Pay thru May 31	June, July, Aug or add-on pay	
	July 1	June 30	Pay thru June 30	July, Aug or add-on pay	
	Aug 1	July 31	Pay thru July 31	Aug or add-on pay	
	Sep 1	Aug 31	All pay, including add-on*	n/a	

Principals, administrators and superintendents

Contract End Date	Retirement Date	End Date	Report	Don't Report
June 30	June 1	May 31	Pay thru May 31	June or add-on pay
	July 1	June 30	All pay, including add-on*	n/a
July 31	June 1	May 31	Pay thru May 31	July, July or add-on pay
	July 1	June 30	Pay thru June 30	July or add-on pay
	Aug 1	July 31	All pay, including add-on*	n/a

Classified staff (cooks, secretaries, paras, bus drivers, custodians and other hourly employees)

If They...	End Date	Report
Work 9 or 10 months and receive pay over 12 months	Last day of the month before retirement date	All pay, including summer checks & add-on pay*
Work 9 or 10 months and receive pay over 9 or 10 months	Actual last day worked	All pay, including add-on pay*
Work and receive pay over 12 months	Actual last day worked	All pay through retirement date, including add-on pay*

* If membership date allows: Before **July 1, 1993**, add-on pay; On or after **July 1, 1993**, no add-on pay.

Employers must pay all compensation owed to the employee in a lump sum by the first payroll date after their selected retirement date. This includes payment of the remainder of any contract pay.