

**Administrative Procedures for Policy #6035 (Personnel) of the Board of Education
Regarding the Rehiring of Retired Teachers**

- I. Process
 - A. Calvert County Public Schools shall be responsible for overseeing the rehiring of retired teachers.
- II. Guidelines
 - A. Eligibility
 1. A retired teacher who is rehired as a classroom teacher must meet the following conditions:
 - a. Is or has been certified to teach in the state,
 - b. Has verification of satisfactory or better performance in the last assignment prior to retirement,
 - c. Has been appointed in accordance with §4-103 of the Education Article, and
 - d. Retired with normal service retirement, or retired with an early service retirement and has been retired at least 12 months
 2. Is employed as a classroom teacher, substitute classroom teacher or teacher mentor in a public school that:
 - a. Is not making adequate yearly progress or is a school in need of improvement as defined under the federal Every Student Succeeds Act (ESSA) of 2015, or
 - b. Is receiving funds under Title 1 of the Every Student Succeeds Act (ESSA) of 2015, or
 - c. Has more than 50% of the students attending that school who are eligible for free and reduced-price meals, or
 - d. Provides an alternative education program for adjudicated youths or students who have been expelled, suspended or identified for suspension or expulsion from public school
 - e. Shall teach in an area of critical shortage, or a special education class for students with special needs, or a class for students with limited English proficiency, or
 - f. Is hired to teach any subject or class or provide education services under a special limited provision granted to the Superintendent.
 - B. Length of Contract
 1. Employment contracts for retired teachers who are rehired as classroom teachers are valid for a maximum of one (1) year, not to extend beyond the end of any given school year. Contract renewals are on an as needed basis and not guaranteed.
 - C. Salary Placement
 1. Retired teachers who are rehired as classroom teachers will be placed on the maximum entry step of the Master's salary scale allowed pursuant to the

Agreement between the Calvert Education Association and the Board of Education of Calvert County.

D. Leave

1. Retired teachers who are rehired as classroom teachers will be credited one (1) sick leave day for each month they are scheduled to work and two (2) personal leave days each school year. Leave does not accrue.

E. Benefits

1. Retired teachers who are rehired as classroom teachers are not eligible for the same benefits that are provided to current, non-retired teachers.

F. Reporting Requirements

1. Calvert County Public Schools must notify the Maryland State Retirement Agency (MSRA) and the Maryland State Department of Education (MSDE) within thirty (30) days of rehiring a retired teacher.

G. Earnings Limitations

1. Calvert County Public Schools is not responsible for any penalties incurred by rehired retirees for exceeding their retirement earnings limitations as determined by the Maryland State Retirement Agency (MSRA).