



Selah School District

316 W Naches Ave, Selah, Washington 98942-1117
Phone: (509) 698-8000 ♦ FAX: (509) 698-8099

TO: Selah Education Association
FROM: Chad Quigley, Executive Director of Human Resources
DATE: October 13, 2020
RE: Retirement notification

EARLY DECLARATION OF RETIREMENT

CONDITIONS OF OFFER

I understand that I must **sign and submit this form, along with a letter** declaring my decision to retire, if not previously submitted, to the Human Resources Department, Selah School District, no later than the close of business on February 28, 2021 to qualify for \$500. ***This offer does not apply to non-continuing or retire/rehire staff.***

I understand that the additional compensation will be paid to me through the District Payroll Office. The District will pay out the stipend in the month the retirement notice is submitted (must be received by the 15th of the month to get payment that particular month otherwise will be paid in the following month). I understand the State Retirement System will not consider this additional compensation in computing my retirement benefits, but that for all other purposes this additional compensation will be treated as income and will be subject to required taxes.

Employee's Name _____

Building _____

Assignment _____

I choose to accept the Selah School District's offer of additional compensation in the amount of \$500 in return for early declaration of my retirement at the end of the 2020-21 school year.

Dated this _____ day of _____, 20____

Employee's Signature