



Administrative Regulations

South San Antonio Independent School District

D – Personnel	DEC
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Reimbursement for Leave at Retirement - 2023	

REIMBURSEMENT FOR LEAVE WHEN RETIRING FROM SOUTH SAN ISD

The following leave provisions shall apply to state leave earned beginning on the original effective date of this program. An employee who retires from the District shall be eligible for reimbursement for state and local leave under the following conditions:

1. The employee’s retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee has at least ten years of consecutive service with the District and is eligible for retirement from the Texas Teachers Retirement System (TRS).
3. The employee provides written notice of intent to separate from employment at least two weeks prior to separation.

The employee shall be reimbursed for each day of state leave (up to 20 days) and all accumulated local leave at a rate established by the Board. The current rate is \$100 for non-exempt employees and \$200 for exempt employees. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.