

Title: **STAFF SERVICE AND RETIREMENT RECOGNITION**

Adopted: December 2018

Reviewed:

Revised: November 2022, October 2023

Authority:

**POLICY**

It is the policy of the KidsAbility School Authority to recognize staff years of service and on the occasion of their retirement.

**GUIDELINES**

1. Every five years, starting at 5 years of service, staff will receive, a hand written card from the Board, and an amount to reflect the number of years of service. Service awards will be presented by Board personnel in a public forum with their peers present.

Years of Service Board Contribution

5 $40.00

10 $50.00

15 $75.00

20 $100.00

25 $125.00

30 $150.00

35 $175.00

40 $200.00

1. Upon retirement a staff member will receive the following:

Years of service Authority Contribution

1-5 $50.00
6-10 $100.00
11-14 $125.00

15-19 $150.00
20-23 $200.00
24 and above $250.00

1. Retirement gifts will be presented by Authority personnel in a public forum with their peers present