

PAY AND BENEFITS AT SEPARATION

	CEA	OAPSE	CAA	CSCSA
Last Pay at Resignation	Remaining earned wages paid on next pay date.	(Stretch) - Remaining earned wages paid on next pay date.	(Stretch) - Remaining earned wages paid on next pay date.	(Stretch) - Remaining earned wages paid on next pay date.
Last Pay at Retirement	Pay per pay schedule until all earned wages paid out.	(Stretch) - Pay per pay schedule until all earned wages paid out.	(Stretch) - Pay per pay schedule until all earned wages paid out.	(Stretch) - Pay per pay schedule until all earned wages paid out.
Benefits at Retirement	In the case of Retirement, benefits provided in 806 (Health benefits), 807 (Dental benefits), and 809 (Life Insurance) terminate on the last day of the month for which the employee has paid. (109.03(l)(15))			
Benefits at Resignation	Resignations to be effective for the next school year or during the school year will result in insurance benefits being terminated on the day the “final pay” is made. In calculating the “final pay” the treasurer will add back in any prepaid insurance premiums to the day of the pay. The “final pay” shall be made by the thirtieth (30th) calendar day after the teacher’s last work day or the date the Superintendent received the teacher’s written notice of resignation, whichever is later. (109.03(l)(15)) *Any overpayment of benefits is determined by staff in the	Resignations to be effective for the next school year or during a school year will result in insurance benefits being terminated on the last day of the month of the last paid work day regardless of the effective date of the resignation. Employees shall receive their usual pay on a pay date that occurs before the “final pay” is made. In calculating the “final pay” the Treasurer will add back in any prepaid insurance premiums to the day of the pay. The “final pay” shall be made by the thirtieth (30th) calendar day after the employee’s last paid work day		

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	<p>benefits department and submitted for the final pay. If the deadline for final pay is missed, a separate check will be distributed with the refund. (Per payroll & benefits)</p>	<p>or the date the Superintendent or designee received the employee’s written notice of resignation, whichever is later. (17.1(D))</p> <p>*Any overpayment of benefits is determined by staff in the benefits department and submitted for the final pay. If the deadline for final pay is missed, a separate check will be distributed with the refund. (Per payroll & benefits)</p>		
<p>Leave Payout at Retirement</p>	<p>If an employee has been employed for at least five consecutive years at the time of separation, they may elect to be paid in cash for the value of accrued but unused sick and personal leave if their retirement date is no later than 120 calendar days after the last paid day of service. Payment shall be made on the first payroll date after the effective date of retirement. (810.01)</p> <p>Payout Rates listed in 810.02.</p>	<p>Unused vacation days are paid out to the employee in the final pay. (Per Payroll)</p>	<p>Rates for accrued but unused sick leave if the Administrator gives the Director of HR written notice of intent to retire by February 1 for a retirement date effective June 1 through July 31. If retirement is to take place after August 1 but before the following June 1, the Administrator must give a written notice of intent to retire 90 days prior to effective retirement date. (18(B))</p> <p>20% of accrued but unused sick leave if member gives the Director of Human</p>	<p>Classified Supervisors who have been employed by the Board for at least five (5) consecutive years may, at the time of their separation from service with the Columbus City Schools, elect to be paid in cash for the value of their accrued but unused sick leave and personal leave credit in accordance with Section 17 B. Only those employees whose effective date of Retirement with the School Employees Retirement System (SERS) is no later than one hundred twenty (120) calendar days after the last paid day of</p>

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			<p>Resources written notice of intent to retire after February 1 of a school year with a retirement date effective June 1 through July 31 or gives the Director of Human Resources written notice of intent to retire less than ninety (90) days before the date of retirement if the retirement is to take place after August 1 but before the following June 1. (18(C))</p>	<p>service, the last day of an unpaid leave of absence with the Columbus City Schools, or while on layoff status, shall be eligible to be paid for such accrued but unused sick leave/personal leave credit. (17)</p> <p>Such payment shall be made no later than sixty (60) calendar days after the effective date of retirement with SERS. (17(A)(5))</p> <p>Written notice of retirement at least 90 calendar days in advance required for 50% payment of personal leave and sick leave rates provided in (B)(2).</p> <p>Sick leave buyout of 25% if less than 90 days notice provided.</p>
Leave Payout at Resignation			<p>Upon separation, current year accrual of vacation days is prorated and the employee is paid the balance at 100%. (Per payroll)</p>	
Holiday Pay		<p>When an employee elects retirement under the School Employees Retirement System</p>		<p>When an employee elects retirement under the School Employees Retirement</p>

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		and the date of separation is the last scheduled work day of a month and there is a paid holiday(s) following such scheduled work day that is in the same month, then the employee shall be paid for such holiday(s). (13.3(B))		System and the date of separation is the last scheduled workday of a month and there is a paid holiday(s) following such scheduled workday that is in the same month then the employee shall be paid for such holiday(s). (9(C))
Comp Time Payout		Upon termination of employment for any reason, an employee shall be paid for unused compensatory time at the rate in effect at the time of payment. (9.3)		Upon termination of employment, a Classified Supervisor shall be paid for any unused compensatory time at the Classified Supervisor's final regular rate. (25)