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FRESNO UNIFIED EMPLOYEES: Retiring at the end of the 2021-2022 school year

Fresno Unified School District, FTA, SEIU, FTA Trades Professionals, IAM&AW, Management, and CSEA (CSEA 125 and CSEA 143 tentative agreements pending ratification) have agreed it is in the best interest of Fresno Unified and the students it serves to encourage early notice of employee retirement.

Thereby facilitating the District's staffing efforts for the 2022-2023 school year, in accordance with the agreement. Fresno Unified has established an allowance as an incentive to encourage employees to notify the District in a timely manner of their retirement plans.

What do I have to do in order to get the allowance?

1. Submit Notification of Resignation form by February 1, 2022 = \$1,000*
Submit Notification of Resignation form by March 1, 2022 = \$700*
2. The allowance amount applies to full-time employees and part-time employees.
*Employees shall receive the appropriate prorated allowance based on their FTE. Employees who qualify will receive the allowance with their last regular pay warrant (June 2022).
3. The resignation notification submitted must specify an effective retirement date as defined:
 - At the earliest, at the end of the last day of student attendance for the 2021-2022 school year.
 - At the latest, at the end of the day on July 31, 2022.

Steps to file for retirement:

1. **Contact CalSTRS at (800) 228-5453 or CalPERS at (888) 225-7377 to schedule an appointment to submit your application (preferably at least three months prior to planned retirement date.)**
2. **Complete the FUSD "Notification of Resignation." Where do I get this form?**
<https://hr.fresnounified.org/wp-content/uploads/Notification-of-Resignation.pdf>
3. **Notify your Supervisor and Office/Department Manager.**
 - a. **If you have questions or require assistance, contact Human Resources (559)457-3500, Benefits Office (559)457-3520, or Payroll (559)457-3514.**
 - b. **Send completed Notification of Resignation form to Human Resources.**

Note: If you are retiring in the 2021/22 school year and qualify for lifetime medical benefits, the Benefits Department will contact you by the end of May 2022 to schedule an appointment.