



EH Classified Staff Retirement Information



Congratulations on your decision to retire! Outlined below are some steps we need to take to ensure you are on track to receive all your benefits:

1. **Eligibility** – Any current, classified, non-administrative staff member is eligible for retirement at the age of 55 with 15 continuous years of service. This excludes seasonal or temporary employees. These criteria are to receive EH benefits and differ from PERF eligibility which is outlined below.
2. **Intent to Retire Letter** – A letter notifying of your intent to retire, with an effective date, must be delivered to your principal as soon as possible. Unless requested otherwise, your retirement will be recognized by the school board at their next regular meeting.
3. **INPRS** – Are you member of PERF? You need to contact INPRS at least 90 days prior to making your decision to retire. Here are some INPRS resources: <https://www.in.gov/inprs/retirement-education/> for customer service call (844) 464-6777.

Eligibility Requirements:

- Age 65 with 10 years of service
 - Age 60 with 15 years of service
 - At age 55 you can invoke the “Rule of 85” age + service years > 85
 - Early retirement with reduced benefits ages 50-59 with 15 years of service
4. **403b (Equitable/Valic) Account** – Do you contribute to an Equitable or Valic 403b account? Contact our rep. to make arrangements for retirement funds. Valic – Dan Orr (765) 509-1101 or daniel.orr@valic.com Equitable (formerly AXA) – Nick Plavchak (317)777-5211 or Nicholas.plavchak@equitable.com
 5. **Severance Benefit** – Employees who were hired prior to February 14, 2022, will be paid for unused, sick leave days. These employees will be paid for days accumulated as of June 30, 2022, and they will be paid upon retirement. Current non-certified employees will no longer be able to accumulate additional sick leave days to be paid upon retirement after June 30, 2022. Beginning with employees hired after February 14, 2022, this benefit will no longer be offered.
 6. **Group Life Insurance** – Will terminate on your last day of employment. You may elect to convert the policy from group to individual coverage.
 7. **Medical Insurance** – If you currently carry medical coverage through EH, please contact HR to discuss options.
 8. **American Fidelity Coverage** – If you have purchased products through American Fidelity, please contact our rep, Tara Jacks, to discuss conversion options. tara.jacks@americanfidelity.com