

## FREQUENTLY ASKED RETIREMENT QUESTIONS FOR PAYROLL

**WHAT PERCENTAGE OF SICK TIME DO I GET PAID WHEN I RETIRE?** The retirement percentage used to calculate the value of remaining sick time is based on years of service in Pinellas County Schools only per Board policy.

The current percentages are:

- 0-3 years – 35%
- 4-6 years – 40%
- 7-9 years – 45%
- 10-12 years – 50%
- 13-15 years – 75%
- 16-20 years – 85%
- 21-24 years – 95%
- 25 + years – 100%

### **HOW CAN I ESTIMATE WHAT MY SICK TIME IS WORTH?**

The formula to estimate the value if your sick leave is:

Base annual salary (exclusive of the referendum supplement) divided by contract days = base daily rate of pay

Base daily rate of pay times sick days remaining = total sick pay

Total sick pay times retirement percentage = sick pay value

For example: 10-month (198-day) teacher with a base annual salary of \$50,000 who has 100 sick days remaining at retirement after working in Pinellas for 24 years.

\$50,000 divided by 198 days = \$252.53 base daily rate

\$252.53 times 100 days = \$25,253 total sick pay

\$25,253 time 95% for 24 years = \$23,990.35 sick pay value transferred to Bencor

### **HOW DOES THE SICK TIME TRANSFER TO BENCOR WORK WHEN I AM IN DROP?**

The same calculation above is done on June 30th each year you are in DROP except only a portion of your remaining sick days is valued and if the total is over \$2,500 it is transferred to Bencor each July. Employees in DROP will continue to earn sick leave and vacation, if applicable, while in DROP. If you leave DROP early your entire balance of sick leave at the time of separation will be valued and transferred to Bencor if greater than \$2,500. The percentage of sick days transferred each July while in DROP is:

Year 1 – 20%    Year 2 – 25%    Year 3 – 33%    Year 4 through year 7 – 50%    Year 8 – 100%

For example: 10-month (198-day) teacher with a base annual salary of \$50,000 who has 100 sick days remaining at the end of the first year in DROP and has completed 27 years in Pinellas.

\$50,000 divided by 198 days = \$252.53 base daily rate

100 days times 20% for 1 year in DROP = 20 days

\$252.53 times 20 days = \$5,050.60 total sick pay

\$5,050.60 times 95% for 24 years = \$4,798.07 sick pay value transferred to Bencor after year 1. Sick leave balance is reduced by 20 days

## **WHAT HAPPENS TO MY SICK TIME IF I LEAVE IN THE MIDDLE OF THE YEAR?**

You are paid for all time you have earned. All employees are given 4 days up front and if you leave before the end of the year, we back out anything you have not earned. The following shows when you stop accruing...

<b>MONTHS YOU WORK</b>	<b>WHEN YOU START &amp; STOP ACCRUING</b>
11.5 & 12 month	July – Feb, 4-day advance represents accrual for Mar - June
11 month	Aug – Feb, 4-day advance represents accrual for Mar - June
10 month	Aug – Jan, 4-day advance represents accrual for Feb - May
9 month	Aug – Dec, 4-day advance represents accrual for Jan - Apr

## **WHAT HAPPENS IF I HAVE MORE THAN 60 VACATION DAYS (for 12-month employees only)?**

12-month employees may earn up to a maximum of 62 vacation days but we can only payout up to 60 days of vacation in an employee's career per Florida Statue. Any time earned above 60 days is use it or lose it. You may choose to have the value of up to 60 days transferred to Bencor when you enter DROP. The value of vacation leave transferred when entering DROP counts toward the highest 5 year AFC calculation. If 60 days was not transferred when entering DROP the difference between the days transferred and the 60 day maximum can be transferred when retiring from DROP. For example, you had 45 days transferred when entering DROP and earned another 20 vacation days while in DROP. We can only transfer 15 more days to Bencor at the end of DROP to equal the 60 day maximum and the 5 remaining days earned is use it or lose it.

60 days = 450 hours for 7.50 hours/day employees

60 days = 480 hours for 8.00 hours/day employees

62 days = 465 hours for 7.50 hours/day employees

62 days = 496 hours for 8.00 hours/day employees

## **HOW WILL MY PAY BE AFFECTED BECAUSE OF EQUALIZED PAY?**

Equalized pay divides your annual salary by the number of checks paid in a school year so you receive the same pay when we are closed for Thanksgiving, winter break, spring break and other non-paid days during the school year. Depending on when you retire, we will calculate your final pay by comparing the pay you should receive for the days you worked with the equalized pay you received so far that school year. When you fill out your paperwork, it is best to contact payroll for more information.

## **WHAT DATE SHOULD I USE FOR RETIREMENT SO I DON'T OWE MONEY BACK?**

Because we have equalized pay it is difficult to give an exact date. It is safe to say that if your retirement date is prior to winter break you will not have your last check adjusted for any overpayment.

## **DO I STILL GET PAID IN THE SUMMER IF I RETIRE ON THE 12 MONTH OPTION PLAN?**

If your retirement date is on or after the last day of school then you will still receive your summer checks. If you want to be paid in a lump sum you need to contact Personnel to request the payout. All retirements prior to the end of school will receive a lump sum payout in their last paycheck.

## **WHEN CAN I EXPECT TO RECEIVE PAYMENT OF MY SICK/VACATION PAYOUT?**

We will process your sick/vacation payout usually within two weeks of your retirement date. We have to make sure you didn't use any leave time in the last pay period before retirement. A letter with detailed calculations will be sent when we process the paperwork and send your money to Bencor or issue a check if the value is less than \$2500.