

*ADM Community School District, in partnership with our communities, is committed to engaging all students in a challenging and supportive learning environment that ensures individual student success as measured by a comprehensive system of assessments.*

**"Experiencing Success Today, Achieving Dreams Tomorrow"**

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Adel DeSoto Minburn Community School District will meet in special session at 5:00 p.m. on the 25th day February 2013, in the Board Room, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA  
BOARD ROOM

February 25, 2013  
5:00 P.M.

OPENING:

5:00	Call to order
	Roll call
	Emergency additions and adoption of agenda

ACTION ITEMS:

5:05	Early Retirement Incentive Program
5:20	Adjournment

ADEL DESOTO MINBURN COMMUNITY SCHOOL DISTRICT  
801 Nile Kinnick Drive S.  
Adel, Iowa 50003  
(515) 993-4283

Nancy Gee  
Secretary  
Board of Directors

**Adel DeSoto Minburn Board of Education  
Special Meeting – Monday, February 25, 2013  
5:00 p.m. @ ADM MS/Board Room**

**Attendance:**

Present:

Absent:

Tim Canney

Bart Banwart

Kelli Book

Rod Collins

Kim Roby

Superintendent Greg Dufoe

Secretary Nancy Gee

**Call to Order/Roll Call:** President Tim Canney called the meeting to order. Roll call was taken. Present were Kelli Book, President Tim Canney, Rod Collins, Bart Banwart, and Vice President Kim Roby.

**Agenda:** It was moved by Roby, seconded by Bart, to adopt the agenda as presented. Motion carried unanimously.

**Early Retirement Incentive Program:** It was moved by Book, seconded by Roby to offer a voluntary early retirement program for 2012-13 for certified employees who are at least age 60 and who have completed at least ten years of continuous service to the District. Director Banwart stated that he was not in favor of offering the plan due to the repetitive nature that it has been offered in the past and that some people may expect and wait for the plan to be offered before retiring. Superintendent Dufoe explained that this plan alters the criteria of plans offered in the past and that it should not be viewed as a benefit but as a cost savings measure for the General Fund. Discussion ensued regarding early retirement programs offered in the past and the Board's ability to determine annually the decision to offer or not offer a program. Motion carried 4-1 with Banwart voting no.

**Adjournment:** It was moved by Roby, seconded by Book to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 5:23 p.m.

Presented  
Minutes approved as

Tim Canney  
Tim Canney, President

3/11/13  
Dated

Nancy Gee  
Nancy Gee, Secretary

**ADEL DESOTO MINBURN COMMUNITY SCHOOL DISTRICT  
VOLUNTARY EARLY RETIREMENT PROGRAM  
2012-2013**

**Eligibility.** The voluntary early retirement program shall apply to certified employees who are at least age 60 and who have completed at least ten (10) years of continuous service to the Adel DeSoto Minburn Community School District from the last date of hire. [If this program is continued in future years, the minimum number of years of service for persons hired after October 1, 2006 shall be fifteen (15).] Years of service as a substitute employee shall not count as a year of service. The employee must have been employed on a regular contract. The employee must reach the minimum age of 60 and the ten years of service on or before July 1, 2013. The employee may not have been discharged or recommended for termination of employment during the year the early retirement plan is offered. If an employee has previously received any early retirement benefit from the District, the employee is not eligible for this program.

**Application.** The employee must make application for early retirement benefits between 8:00 a.m. on March 4, 2013 and 4:00 p.m. on March 7, 2013. The application shall be made on a form provided by the District and shall be submitted to the board secretary. The employee must also make formal application for retirement benefits under IPERS. The Board shall have the discretion to approve or disapprove any and all applications for early retirement benefits. The Board may limit the number of employees granted early retirement benefits. When more employees apply than are going to be granted early retirement benefits, the Board shall, except for good cause, consider applications in the order in which they are received in the business office of the District.

**Resignation.** Any employee who wishes to obtain early retirement benefits shall submit a resignation from employment with her/his application for early retirement benefits, effective at the conclusion of the 2012-2013 contract year, which resignation may be contingent upon the Board approving the employee's request for early retirement benefits. Mid-year resignations shall disqualify an employee from the early retirement benefit. Approval of the request for early retirement benefits will be considered acceptance of the employee's resignation and will constitute a voluntary termination of all of the employee's contracts.

Employees who receive early retirement benefits under this program shall not be eligible to be rehired by the District, except for temporary substitute duty or in unusual situations in the sole discretion of the Board. The District shall not be required to accept or consider an application for employment from the retiree.

**Voluntary Early Retirement Annuity.** An employee granted early retirement pursuant to this plan will receive an annuity, payable during the month of September, 2013 equal to forty-four percent (44%) of the employee's regular 2012-2013 salary or wages (exclusive of Teacher Quality Act money, longevity, extended contract pay, supplemental salary, extra duty pay, over-time, shift differential, flexible spending, or

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VOLUNTARY EARLY RETIREMENT PROGRAM  
2012-2013**

other such additional payments). The early retirement annuity shall not be paid if the employee dies after the Board has approved the early retirement but prior to the employee's last day of scheduled work. If the employee dies on or after the first day of early retirement, but prior to receiving the early retirement annuity, the annuity shall be paid to the employee's beneficiary.

**Voluntary Early Retirement Insurance Benefit.** An employee granted early retirement pursuant to this policy may elect to continue participation in the District's group health insurance plan subject to approval of the carrier and in accordance with Iowa law to age sixty-five. The employee must make all payments for continuation of coverage. The employee must have been a participant in the District's group health insurance plan during the 2012-2013 contract year. The District reserves the right to change coverage or carriers at any time.

**No Vesting.** This plan shall be in effect only for the 2012-2013 contract year. The adoption of this plan shall not vest any right in any employee whether or not the employee is currently eligible for early retirement. The Board shall have the complete discretion to amend or repeal this plan at any time and shall not be obligated to provide any benefits to any employee after the date of such amendment or repeal, except to those employees whose early retirement pursuant to this policy has commenced prior to the amendment or repeal.