

**RETIREMENT OF EMPLOYEES****6.53**

Any employee who plans to retire shall concurrently submit his/her resignation to the School Board and his/her application to the retirement system for retirement benefits. Employees are encouraged to submit the resignation and application form at least ninety (90) days in advance of the retirement date to ensure the retirement check is issued the month following the last month of service with the School Board.

**STATUTORY AUTHORITY:****1001.41, 1012.22, 1012.23, F.S.****LAW(S) IMPLEMENTED:****1001.43, 1012.23, F.S.****HISTORY:****ADOPTED: 6/12/2007****REVISION DATE(S): \_\_\_\_\_  
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