

RETIREMENT FUNCTION

Background

The District believes that all employees retiring after long service should be recognized and rewarded.

To honour retiring employees, the District will provide a retirement gift not exceeding \$100.00 in value and host an annual sit-down Retirement Dinner during June. The honoured guests, their spouses, trustees, senior District staff, and others designated by the Superintendent will be invited to attend.

Procedures

Retirement Function/Gift

1. Teachers retiring as of June 30, and all other staff over age 50 and with 10 years of service with School District No. 43 who are retiring and have submitted written notice by the first week of March, will be invited to attend a District-hosted staff retirement dinner to be held in June. Those who submit their notice of retirement after the first week of March will be invited to the following year's retirement function.
2. Attending at the District's expense will be:
 - a. Honoured guest retirees and one guest
 - b. Senior District staff and trustees
 - c. Presidents (or representative) of Coquitlam Teachers' Association; Canadian Union of Public Employees, Local 561; the Coquitlam Principals and Vice Principals Association.
3. The District shall recognize all staff retiring after ten or more accumulated full-time years in its employment by the awarding of a gift as follows:

Years of Service	Gift Amount
20+	\$100.00
15 to 20	\$75.00
10+	\$50.00

Reference: Section 65, 85, School Act.

Reviewed: March 2026