

CITRUS COMMUNITY COLLEGE DISTRICT REGULATION

R-4237
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RETIREMENT - CLASSIFIED

A classified employee upon approaching age sixty-seven (67) may request approval for continued employment on a yearly basis.

The approval shall be requested in writing to the Personnel Office no later than ninety (90) days prior to the employee's sixty-seventh (67) birthday.

All classified employees shall terminate their contract and employment at the age of sixty-seven (67) except when the Superintendent/President and the Board of Trustees approve the employee request for continued employment on a yearly basis, based upon the employee's physical and mental health status, the employee's work habits during his/her employment in the District, plus at least satisfactory evaluation in all areas of job performance.

The District shall require the prospective retiree to undergo a physical and/or psychiatric examination by a District designated doctor, at district expense, if the District determines the examination necessary for verification of the employee's physical and/or mental ability to competently perform in the position.

The Superintendent/President shall confer with the employee's immediate supervisor and review the employee's years of service evaluations to determine the employee's competency in performing his/her job duties in a manner satisfactory to the District.

The request for continued employment shall be approved or denied by the Superintendent/President and submitted to the Board of Trustees for its approval based upon the results of the above criteria.

An employee who wishes to appeal a denial for continued employment shall submit to the Superintendent/President his/her written justification for appeal based upon the reasons determining incompetency. The Superintendent/President may refer the appeal to the Board of Trustees for further consideration.

Adopted 2/2/78