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Education All Students for Success in Life

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Sick Leave Cash Out to Supplement Retirement Plan Guide

AEA/APA TRS Tier III Defined Contribution Plan

EXEMPT TRS Tier III Defined Contribution Plan and PERS

To be eligible for a sick day cash out, eligible members must have the following:

- x Participation in a supplement retirement account through **Empower Retirement** which must be established prior to April 30th. See additional details below.
- x Complete and submit a PandaDoc sick leave cash out request form to the **ASD Payroll Department** no later than Wednesday, May 1, 2024
- x Have sufficient sick leave days available on the last day of the school year, May 23, 2024
 - x 13 sick days accrued may contribute up to one (1) sick day per year
 - x 26 sick days accrued may contribute up to two (2) sick days per year
 - x 100 sick days accrued may contribute up to three (3) sick days per year

Eligible supplemental retirement accounts are noted below and record-kept by

Empower Retirement

- x ASD 403(B) Retirement Plan
- x ASD 457(B) Deferred