

# POLICY BOARD OF EDUCATION OF MONTGOMERY COUNTY

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**Related Entries:** GFB-RA, GFB-RB, GFC-RA  
**Responsible Office:** Human Resources and Development

## Reassignment of Employees Within Two Years of Normal Retirement Eligibility

### A. PURPOSE

To establish guidelines for maintaining salary and retirement benefit levels for certain employees who are transferred or assigned to positions with a lower salary classification

### B. ISSUE

The Board of Education of Montgomery County is mindful that in some instances, employees who are transferred or assigned to positions with a lower salary classification have devoted many years of service to youth and education in Montgomery County.

### C. POSITION

When an employee is transferred or assigned to a position that would normally result in a reduction in salary classification for such person, such reduction in salary may be waived and the person's current salary classification maintained in those instances where:

1. The person has been enrolled in the State Retirement and Pension System and/or the Montgomery County Public Schools Retirement and Pension System and is within two years of eligibility for normal retirement
2. The person to be transferred has been employed by Montgomery County Public Schools for 15 or more years
3. The individual signs an agreement containing the conditions of the reassignment
4. The individual's evaluations in the new position are satisfactory
5. The reassignment of such personnel will be brought before the Board periodically as part of the monthly Human Resources Report.

The associate superintendent, Office of Human Resources and Development (OHRD), makes recommendations through the chief operating officer for approval or disapproval of the reassignment to the superintendent of schools or designee under the provisions of this policy. If approved, the associate superintendent, OHRD, will confer with the appropriate bargaining unit regarding these transfers or reassignments and the conditions set forth in the agreement are final.

**D. DESIRED OUTCOMES**

Employees who are reassigned within two years of normal retirement eligibility will receive consideration of their years of service in Montgomery County.

**E. IMPLEMENTATION**

The superintendent of schools will develop a regulation for implementing this policy.

**F. REVIEW AND REPORTING**

This policy will be reviewed in accordance with the Board of Education policy review process.

*Policy History:* Adopted by Resolution No. 80-72, February 8, 1972; reformatted by Resolution No. 333-86, June 12, 1986 and Resolution No. 458-86, August 12, 1986, and accepted and amended by Resolution No. 210-91, February 25, 1991; amended by Resolution No. 58-10, February 17, 2010; updated directory information, June 23, 2011.