



Staff Retirement Gifting Program

(Drafted 4/13/10, Updated 5/12/10 by Sherri Schmitt)

HASA will provide a monetary gift to staff upon their retirement from St. Anthony de Padua School. This gift will increase in value, based upon years of service as follows:

- 25+ years: \$500
- 20 – 24 years: \$250
- 15 – 19 years: \$200
- 10 – 14 years: \$150
- 5 – 9 years: \$100

The following criteria must be met in order to receive this gift:

1. Staff must notify administration of their retirement prior to the end of the school year, and complete the necessary diocesan paperwork.
2. Staff must be in active employment at the time of their notification of retirement.
3. Staff leaving St. Anthony de Padua for employment at another school will not be eligible for the retirement gift, as they will be actively employed elsewhere.

In addition to the monetary gift, HASA will have a playground brick engraved, recognizing the retiring staff member.