



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: G – Employees
POLICY TITLE: Employee Retirement Eligibility
FILE NO.: GCPC
DATED: June 11, 2025

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1. PURPOSE AND PHILOSOPHY

Nebo School District participates in retirement systems under the [Utah State Retirement and Insurance Benefit Act, UTAH CODE ANN. Title 49](#) (the Act). Employee eligibility for retirement benefits is determined by Utah Retirement Systems (URS) guidelines implemented pursuant to the Act. Both the Act and URS guidelines may be updated from time to time. If a conflict exists between URS guidelines and this policy, the URS guidelines will govern.

2. DEFINITIONS

- 2.1. “Benefits approved by the Retirement Board” consist of any leave benefits, employer contributions to a savings plan, or insurance premiums given to the employee or paid for by the employer on the employee’s behalf excluding those mandated by state or federal law.

3. EMPLOYEE ELIGIBILITY

- 3.1. Employees are eligible for retirement benefits under the Act if they meet at least one of the following criteria:
- 3.1.1. Their employment, contemplated to continue during a fiscal or calendar year, normally requires an average of 20 hours or more per week and they receive at least one of the benefits approved by the Retirement Board. Because the District has elected to cover dual employment, all eligible hours worked in two or more positions by a single employee are considered in determining eligibility.
 - 3.1.2. They are certified employees who are employed half time or more and receive any benefit approved by the State Retirement Board.
 - 3.1.3. They are classified employees hired before July 1, 2013: (a) who met the eligibility requirements in effect on June 30, 2013, and (b) whose employment has continued to normally require an average of 20 hours or more per week, and (c) who have not experienced a separation of District employment of 120 consecutive days or more.
- 3.2. All others, including members of the Board of Education, are not eligible for retirement benefits.

EXHIBITS

None

REFERENCES

[Utah State Retirement and Insurance Benefit Act, UTAH CODE ANN., Title 49.](#)
[URS Employer Guide](#)

FORMS

None

HISTORY

Revised: 11 June 2025 – removed limitations on eligibility per URS guidance.

Revised: 12 June 2024 – added clarification for grandfathered classified employees who change positions.

Repealed and Replaced: 10 June 2015.

Adopted: 8 November 1995.
