



Pre-Retirement Seminars 2017

Teachers within two years of retirement eligibility should register for one of the NLTA's five Pre-Retirement Seminars scheduled to be held in the fall of 2017 in Corner Brook, Grand Falls-Windsor, and three in St. John's. These seminars are held in accordance with Association policy as part of its overall program of pre-retirement counselling. Clause 18.12 of the Provincial Collective Agreement and Clause 29.12 of the Labrador West Collective Agreement provide two days paid leave to attend these seminars.

Information sessions will deal with topics such as the Teachers' Pension Plan, Severance Pay, Employment Insurance, NLTA Group Insurance, Financial and Estate Planning and the Canada Pension Plan. As well, time is available for individual counselling of prospective retirees by the various consultants.

Things You Should Know About Attending

- Potential participants must register with the NLTA for a particular seminar and apply to their Board office for leave.
- Only those teachers eligible to retire during or before June 2020 will be eligible to attend.
- Registration should be received at the NLTA Office at least four weeks in advance to ensure approval of attendance.
- The Association reserves the right to refuse acceptance of registration at any particular seminar if the registration forms have not been received at the NLTA office in accordance with Association policy.
- It is the responsibility of the individual participant to make arrangements and pay for hotel accommodations, should any be required. Please reference that you are attending an NLTA function and the hotel should provide a reduced rate which is available to the NLTA.
- Travel expenses shall be reimbursed in accordance with the following provisions:
 - i) participants shall be reimbursed the lesser of travel by private vehicle or public transportation to the seminar closest to the place of residence. In the event that a teacher requests and is accepted to attend a seminar other than the closest seminar, the participant shall only be reimbursed the amount applicable for travel to the closest seminar.
 - ii) payment for private vehicle shall be at the rate which is 15% of the average cost of self-serve regular gasoline as determined on the first day of each fiscal quarter for the return trip from residence to seminar site.
 - iii) travel via public conveyance shall be reimbursed for ferry, taxi, or economy airfare; in the case of airfare, the lesser of excursion (seat sale) or 80 percent of economy airfare will be paid, where excursion (seat sale) fares can be arranged. Receipts shall be required for all reimbursement.
 - iv) no expenses will be paid to participants living or teaching in the community where the seminar is held.
 - v) a partner is welcome to accompany the participating teacher to the pre-retirement seminar, but no expenses will be covered.
- All other expenses, such as meals, accommodation and child care, are the responsibility of the participating teacher.
- Expenses will be provided for one pre-retirement seminar only and a teacher participant shall be permitted to attend one seminar only. (Notwithstanding this, a teacher may attend a second seminar as a partner.)
- Teachers must attend the seminar location closest to their place of residence, except in cases where the mode, cost or availability of transportation necessitates otherwise.
- Directors, Assistant Directors, Senior Education Officers and partners, are welcome to attend one pre-retirement seminar, but no expenses will be paid in accordance with this policy.

Given the large number of teachers eligible to retire, we reserve the right to limit the number of people who will be granted access, depending on the physical facilities available at each site. Consequently, it is imperative that teachers plan ahead and register early in the event that registrations have to be taken on a first-come, first-served basis.

NOTE: The full text of the NLTA Policy on Pre-Retirement Seminars and the registration form can also be found on the NLTA website (www.nlta.nl.ca). Go to Programs and Services and then Pre-Retirement Seminars. The NLTA policy will also be mailed to teachers with confirmation of registration.

2017 PRE-RETIREMENT SEMINAR

REGISTRATION FORM

Name

Mailing Address

Postal Code

Home Telephone

Social Insurance Number*

School Name

School Telephone

Email

*** By providing your SIN you are authorizing the NLTA to request your pension information from the NL Department of Finance. This information will be used for NLTA internal purposes only.**

Please check which session you will be attending:

Oct. 19-20 – Mt. Peyton Hotel, Grand Falls-Windsor

Oct. 26-27 – Hampton Inn & Suites, St. John's

Nov. 2-3 – Hampton Inn & Suites, St. John's

Nov. 16-17 – Greenwood Inn & Suites, Corner Brook

Dec. 7-8 – Hampton Inn & Suites, St. John's

Will your partner be attending? Yes No

Name of partner (if attending)

Earliest eligibility date for pension

Have you attended a previous pre-retirement seminar?

Yes No

- Note:**
- Teachers within two years of retirement (on or before June 2020) are eligible to attend.
 - All participants must pre-register.
 - You will receive confirmation prior to seminar.
 - Travel costs will be paid according to policy and only to the nearest seminar.
 - Teachers are advised to bring a calculator.

Please submit registration form to:

Melanie Jaster

Newfoundland and Labrador Teachers' Association

3 Kenmount Road, St. John's, NL A1B 1W1

Fax: 709-726-4302; 1-877-711-6582 (toll free)

or submit online at www.nlta.nl.ca. Go to Programs and Services and then Pre-Retirement Seminars.

NOTE: As space is limited, registrations will be taken on a first-come, first-served basis.

FOR NLTA OFFICE USE ONLY		
Date Received	Confirmation Sent	Information Package Sent