Exhibit **DD**

[Rule 4250

Classified

Permanent: Retirement

Employees who wish to continue working after age seventy (70) will adhere to the following procedures:

- 1. Employees in the Maryland State Retirement Systems (See, Policy 4119-Separation)
- 2. Employees in the Employees Retirement System of Baltimore County

The Baltimore County Code, Sec. 20-18, provides "any member in the service who has attained the age of seventy. . . shall be retired forthwith, or on the first day of the next calendar month: except, that any member who is an elected or appointed official of the county may remain in service until the end of the term of his or her office for which he or she was elected or appointed. Notwithstanding the foregoing, on written request of the employer to the Board of Trustees starting that such an employee is mentally or physically capable of carrying out his or her duties, and request being approved by the Board of Trustees, the employee may be continued in service for a period of one year, and for successive periods of one year each as the result of each such request and approval."

The request is to be accompanied by a copy of the County Health Clinic of passed physical, stating the employee is mentally and physically capable of continuing his employment.

The department head or his official delegate must appear in person before the Board, stating the reasons the employee is to be retained. If for some reason the department head cannot appear, the delegation of his replacement must be in writing.

The	following	employee(s)	in	your	department	will	be	70	years	old	or
		•									
Kindly advise the retirement system secretary, prior toreasons if your recommendation is to retain this employee.										, y	oui
reaso	ons if your r	ecommendation	on 1	s to ret	ain this empl	oyee.					

Exhibit **DD**

[Rule 4250

3. Employees not eligible for either retirement system

An employee may request of the Board of Education on opportunity to continue in service for a period of one year each as the result of each such request and approval.

The request is to be accompanied by a statement from a proper medical authority that the employee is mentally and physically capable of continuing his employment. Such a request must be accompanied by a recommendation from the appropriate division head indicating the reasons for the employee to be retained.

Rule Superintendent of Schools

Adopted: 5/27/82]