



Member Education Connection



School Employees Retirement System of Ohio

April 24, 2025

As the school year begins to wind down, some of your staff might be starting to think about retirement. SERS wants to partner with you to help them with the transition from working employee to retiree.

Preparing Your Employees for Retirement

If your employee is considering retiring this summer, we recommend they start planning **now**.

For you as the employer, we recommend discussing these key topics with them:

- **Retirement Notification:** Your district's notification deadline (i.e., three to six months or 30 to 90 days' notice)
- **Severance Package Details:** PTO payouts, stretch pay for nine-month employees
- **Health Care Coverage:** If they are a stretch pay employee, will they continue on your district's plan throughout the summer months? If so, they may choose to delay their retirement until the end of that coverage period, or they can retire with SERS and delay the start of their retirement health care coverage until their coverage with your plan ends.
- **Health Care for Those Approaching Age 65:** These employees will need to enroll in Medicare Part B.

Checklist for Your Retiring Employee

For the employee planning to retire, we recommend the following:

1. **Register** for [Account Login](#)
2. **Visit** the SERS [website](#); our [Step Toward Retirement page](#) includes a comprehensive list of topics for members to consider when planning for their retirement
3. **Watch** the [Retirement Conference Video series](#) on the SERS YouTube channel
4. **Create** an Estimate of Benefits in Account Login; if they have service credit with one of the other Ohio Retirement Systems (OPERS, STRS, OP&F), they will need to call us to request an estimate with their total service included

5. **Make** a retirement counseling appointment; these are available in-person at our Columbus office, as well as via phone or video. Caution: these appointments are typically booked 4-6 weeks in advance year-round.
6. **Call** our Member Support Team with questions about their accounts; the team is available Monday through Friday, from 8:00 a.m. to 4:30 p.m. at 1-800-878-5853
7. **Complete** the Service Retirement Application using Account Login.

If you have any suggestions for future topics, please send your feedback to web@ohsers.org.

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