

## Parental Leaves of Absence

---

- ▶ Any St. Paul Teachers' Retirement Fund Association (SPTRFA) member who is granted a documented parental leave of absence has the right to reinstatement of the retirement service credit at the end of the leave by purchasing up to one year of retirement service credit to cover the number of days on each unpaid leave.

This brochure is designed to inform you of your rights, as well as your responsibilities if you should choose to exercise those rights.



## St. Paul Teachers' Retirement Fund Association

---

- ▶ **Parental  
Leaves of  
Absence**

**1619 Dayton Avenue, Room 309  
Saint Paul, MN 55104**

**Phone: (651) 642-2550  
Fax: (651) 642-2553  
E-mail: [info@sptrfa.org](mailto:info@sptrfa.org)  
Website: [www.sptrfa.org](http://www.sptrfa.org)**

## What do I need to qualify?

You must:

1. have a *documented* leave of absence granted by Saint Paul Public Schools, and
2. return to teaching service in Saint Paul after your documented leave.

*It is your responsibility to be sure that your leave of absence is properly documented. If your leave of absence is classified as anything other than parental leave, it will not qualify for retirement service credit.*

Please call the SPTRFA with any questions you have about your leave of absence and its retirement impact.

## How do I reinstate my retirement service credit?

Up to one year of your parental leave can be applied towards retirement service credit. Anything beyond one year cannot be purchased through this method. In order to receive the retirement service credit, you must pay the required employee *and* employer contributions for the period of the leave.

Payment is based on your full-time salary rate on the date the leave of absence ended. The end of a parental leave is the date of the last normal teaching service duty day covered by the leave. Your payment must be received by June 30th of the year following the fiscal year in which your leave commenced. The deadline for payment for leaves that terminate in the 2005-2006 school year is June 30, 2007.

Following your return to service after your leave of absence, the SPTRFA will mail a notice of the payment necessary to purchase full retirement service credit.

## What happens if I don't make the payment ?

Payment is voluntary, but if you do not make the payment of the required contributions by the specified date, you will not receive retirement service credit for your parental leave of absence. It cannot be paid at a later time.

## What happens if my leave is more than one year?

For each parental leave, you can repay the retirement fund for only one year of the leave of absence. Any time beyond one year cannot be purchased.

### St. Paul Teachers' Retirement Fund Association

1619 Dayton Avenue  
Room 309

St. Paul, MN 55104



Phone: 651-642-2550

Fax: 651-642-2553

E-mail: [info@sptrfa.org](mailto:info@sptrfa.org)

Website: [www.sptrfa.org](http://www.sptrfa.org)