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***Retirement Information and Planning Sessions***

**2019-2020 School Year**

***October 3 3:45-4:45 C.O. Media Lab***

***November 7 9:00-10:00 & 3:45-4:45 C.O. Media Lab***

***December 5 3:45-4:45 C.O. Media Lab***

***January 9 3:45-4:45 C.O. Media Lab***

***February 13 3:45-4:45 C.O. Media Lab***

***March 19 9:00-10:00 & 3:45-4:45 C.O. Media Lab***

***April 2 3:45-4:45 C.O. Media Lab***

**Who Should Attend?**

* RCSS Certified and Classified employees considering retirement (Retirement Forms cannot be sent to the NC Retirement Office in Raleigh more than 120 days in advance of your retirement date.)

**What to Bring?**

* You don’t need to bring anything

**What Information to Expect?**

* Pre-planning Retirement Forms (Resignation Form & Initiating Retirement Form 6)
* NC Retirement Handbook provided to all participants
* Pay-out Information
* Insurance Information
* Tax Shelter Information
* ORBIT (*Online Retirement Benefits through Integrated Technology*) Information
* PowerPoint -- Question & Answer Session

**How to Register for a Session?**

* Interested employees must reserve a space at the beginning of the month for the session they wish to attend. There will be limited seating each session. *Please contact Jane Skeen at (336) 633-5043 or jskeen@randolph.k12.nc.us to make your reservation.*

**Who to Contact in HR for Specific Retirement Questions?**

* Jane Moody Skeen – (336) 633-5043 or jskeen@randolph.k12.nc.us

[**https://orbit.myncretirement.com**](https://orbit.myncretirement.com)