Niagara Catholic District School Board

RETIREMENT AND SERVICE RECOGNITION CELEBRATION POLICY

STATEMENT OF GOVERNANCE POLICY

200 – Human Resources **Policy No 201.2**

Adopted Date: March 24, 1998	Latest Reviewed/Revised Date: September 8, 2026

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board values and appreciates dedicated service by Niagara Catholic employees and members of the clergy serving elementary and secondary and continuing education schools of the Board.

The Retirement and Service Recognition Celebration will recognize and honour Niagara Catholic retirees, employees with 25 years of service, and in partnership with the Diocese of St. Catharines, clergy within the Roman Catholic Diocese of St. Catharines and within the jurisdiction of the Niagara Catholic District School Board celebrating 25th, 40th, or 50th anniversaries.

ELIGIBILITY

Retirees: Niagara Catholic employees who have notified Human Resources Services of their retirement from the Niagara Catholic District School Board as of August 31st of the current school year.
25 Years of Service: Niagara Catholic employees who have contributed 25 years of service in Catholic education in the Niagara Catholic District School Board as identified by Human Resources Services as of the current calendar year.

Clergy: Members of the clergy who have served within the Roman Catholic Diocese of St. Catharines and within the jurisdiction of the Niagara Catholic District School Board and have been identified through the Office of the Bishop and/or local Religious Orders as celebrating their 25th, 40th or 50th anniversary as of the current calendar year.

The Chief Executive Officer will issue *Administrative Operational Procedures* in support of this policy.

Adopted Date:	**March 24, 1998**
Revision History:	**March 26, 2002** **June 15, 2010** **June 16, 2015** **October 27, 2020** **December 20, 2022** ***September 8, 2026 *(Administrative Update)***