Subject: Termination: At-Will Employment, Discipline, Resignation, Dismissal

Effective Date: April 12, 2007

Revised: May 10, 2007

April 17, 2014

Approved By: Board of Directors

Policy: 8003.1 – 8003.3

8003.1 – AT-WILL EMPLOYMENT

Employment with River Springs Charter School ("RSCS") is at-will, meaning that either RSCS or the employee may terminate the employment relationship at any time, with or without cause or advance notice. Employment is not guaranteed for a specific period of time. No representative of RSCS, other than the Board Chairman or Designee, has the authority to enter into any agreement for employment for any specific period of time other than at-will.

8003.2 – DISCIPLINE

RSCS desires all employees to succeed. All supervisors are encouraged to offer constructive feedback, training, encouragement, and support in order to help facilitate employee success. Despite these best efforts, there are times when more formal action must be taken by the school. RSCS reserves the right to determine when improper actions by an employee have occurred and how they will be handled. The School does not have a required progressive disciplinary policy, and disciplinary action may not follow a specific set of steps. Without altering the at-will nature of employment, RSCS may impose one or more of the following in any order at its discretion: counseling, coaching, verbal or written warning, probation, monitored performance, job change, suspension with or without pay, demotion, change of work hours, reduction in pay, termination, or other forms of management action. When action is necessary, RSCS reserves the right to consider each incident on a case-by-case basis. This policy does not impair or alter the at-will employment relationship in any way.

8003.3 – RESIGNATION

Ample notice of intent to resign is appreciated from an employee who plans to leave the school. At a minimum, two (2) weeks' notice is desired and requested.

The Superintendent or her/his designee is authorized to accept the written resignation of any employee on behalf of the Board, and the resignation shall become effective immediately upon acceptance by the Superintendent or her/his designee. A resignation presented to and accepted by the Superintendent may not be withdrawn by the employee.