

**VOLUNTARY RESIGNATION FOR
PROFESSIONAL EMPLOYEES****FILE: GCNA**

The Board of Education is committed to cultivating effective instructional and leadership staff. From time to time, the Superintendent, in his or her sole discretion, may determine that it is in the best interests of the Transylvania County Schools to recommend to the Board that a professional employee be separated from employment (termination or non-renewal). As a matter of professional courtesy and on a case-by-case basis, the Superintendent may provide a professional employee with his or her recommendation in advance of Board action to permit the professional employee to consider voluntary resignation. Whenever feasible, the professional employee will be given such advance notice at least seventy-two (72) hours before Board action. The Superintendent is empowered to place any and all reasonable conditions on his or her acceptance of a resignation deemed necessary under the circumstances.

If the Superintendent elects to give notice and the opportunity to resign, the professional employee shall be notified in advance that the meeting is to discuss their continued employment. If the employee elects to have legal counsel present at the meeting they shall inform the Superintendent in advance so that the Board's legal counsel can be present, as well. This policy is in addition to all rights, remedies, and actions available to the employee and Board of Education as provided by law.

**APPROVED BY BOARD
AND EFFECTIVE _____**