

RECOMMENDED

Descriptor Code: DKBA

SEPARATION OF AT-WILL EMPLOYEES

Whenever possible, support personnel are requested to give notice of intention to terminate employment two weeks prior to resignation. Written notice of resignation should be addressed to the Administrator and presented to the employee's immediate supervisor.

The Administrator is authorized to discharge ancillary employees. The employee may be suspended during any investigation of which the employee is the subject. The Board shall be notified of any suspension and/or discharge.

The Administrator may terminate at-will employees at any time, with or without cause.

End of Yellowstone Policy DKBA Adopted: 9/21/2020