

Voluntary Separation Program

The board may implement a voluntary separation program. The Voluntary Separation Program may be offered annually when the board allocates funding for the Program. The board will analyze state law and the district's financial situation to determine if the program will be offered to employees in a given year.

When the board chooses to fund the Program, the board will pass a resolution, usually in November each year, outlining the monetary allowance for funding the Voluntary Separation Program. The board may limit participation as it sees fit, for example, by setting an upper limit of district funds which will be available to potential Program participants. In the event the board chooses to fund the Program, the following elements will appear unless otherwise specified by the Board while authorizing the Program in that year:

Qualifications and Program Structure: Employees will qualify for the program by meeting the following requirements:

1. Applicants will have served the district for a minimum of 20 years.
2. Applications will be accepted from December 1 through January 15 for consideration for the program during the contract year in which it is offered.
3. Acceptance of applicants will be based on seniority after all applications are received.
4. The tiebreaker shall be the same as stated in the Reduction in Force policy.

Payment of Program Funds: Successful applicants will receive .55 of the base salary multiplied by the employee's index placement factor, including longevity multiplied by the teacher's average FTE per year of Ralston experience only. As per state law, no payments to an individual can exceed \$35,000. One payment will be made by February 1st of the following year once approved by the board.

Administrative Authorizations: The board authorizes the administration to accept applications and administer this policy. The administration will present its results for approval by the board.

Adopted on: February 28, 2018

Revised on: _____

Reviewed on: April 22, 2024