

Resignation of District Employees

The Board authorizes the Superintendent to accept any and all employee resignations. The one exception is that resignation of a principal or other administrator shall require a two day notification period which shall work as follows. The superintendent shall notify the board by email of the pending resignation. If by 48 hours later, no board member has requested acceptance of the resignation to be placed on the agenda of the next board meeting, the Superintendent is then authorized to accept the administrator's resignation.

A resignation shall be effective when the Superintendent's authorized acceptance is first communicated to the employee in writing.

The resignation and its acceptance should be reported as information to the Board at the next regular or special meeting.

Adopted: 10/17/2017

Reviewed: _____

Revised: _____

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