

RESIGNATION

Ample notice of intention to resign should be given by an employee who plans to leave the district. Normally, no less than two weeks notice should be given.

Positive supervisory action is required to determine if causes of employee resignation may be adjusted. Supervisors should consider factors of employee value to the district, availability of replacement, and costs of training a replacement.

The Superintendent or designee is authorized to accept the written resignation of any employee on behalf of the Governing Board, and the resignation shall become effective immediately on acceptance by the Superintendent.

A resignation presented to and accepted by the Superintendent or designee may not be withdrawn by the employee.

Legal Reference:

EDUCATION CODE

45201 *Power of governing board to accept resignation and fix its effective date*

44930 *Acceptance and date of resignation*

CALIFORNIA COURT OF APPEALS, First District, 1980 AMERICAN FEDERATION OF TEACHERS, LOCAL NO. 1050 v. BOARD OF EDUCATION

OF PASADENA UNIFIED SCHOOL DISTRICT (see *California School Law Digest, Vol. VIII No. 8, August 1980, page 97*)

Policy
adopted: June 24, 1997
Revised: July 17, 2001

VISALIA UNIFIED SCHOOL DISTRICT
Visalia, California