

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

POLICY:	B33
WARNED:	2.14.20
ADOPTED:	3.4.20
EFFECTIVE:	3.15.20

RESIGNATIONS

Policy

It is the policy of the Washington Central Unified Union School District to consider employee resignations in a manner that is timely and fair to both the employee and the school district.

Implementation

A resignation by a licensed employee who is under contract to the school should be submitted to the superintendent. The resignation of a licensed employee will take effect on a date approved by the school board after receiving the recommendation of the superintendent.

A resignation by an unlicensed employee shall be submitted to the superintendent and shall be effective upon acceptance by the superintendent.

A resignation by a licensed or unlicensed employee may not be withdrawn unilaterally by the employee once it has been submitted to the superintendent.