



PERSONNEL – MANAGEMENT AND SUPERVISORY EMPLOYEES

BOARD POLICY – RESIGNATION

BP 4317.2

Any SBCEO employee who desires to resign their position shall submit, in writing, a letter of resignation which indicates the date which the employee intends as their last day at work. The County Board of Education and the County Superintendent of Schools encourages employees to provide advance notice that is appropriate for the position they hold.

The County Superintendent of Schools authorizes the designee to accept an employee's written resignation and to set its effective date. Once the Superintendent or designee has accepted and set an effective date for this resignation, the resignation may not thereafter be withdrawn by the employee.

The effective date of the resignation shall be a date not later than the close of the school year during which the resignation is received. However, an employee and the County Superintendent of Schools or designee may agree that a resignation will be accepted at a mutually agreed upon date not later than two years beyond the close of the school year during which the resignation is received. (Education Code 44930, 45201)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the County Superintendent of Schools or designee to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Management Resources

Court Decision

Description

American Federation of Teachers, Local #1050 v. Board of Education of Pasadena Unified School District, (1980) 107 Cal.App.3d 829

State

5 CCR 80303

5 CCR 80304

Ed. Code 35161

Ed. Code 44420

Ed. Code 44433

Ed. Code 44930

Ed. Code 45201

Description

Reports of change in employment status, alleged misconduct

Notice of sexual misconduct

Board delegation of any powers or duties

Failure to fulfill contract as ground for suspension of diplomas and certificates

Unauthorized departure from service as unprofessional conduct

Acceptance and date of resignation

Power to accept resignation

ADOPTED BY COUNTY BOARD:

February 2, 2023

REVISED: