

## **Personnel - Certified/Non-Certified**

### **Acceptance of Resignations**

The Superintendent of Schools is authorized to accept resignations of all certified and non-certified personnel and report these resignations to the Board of Education at its next regularly scheduled meeting.

### **Teacher Resignations**

The teacher shall recognize the obligation faithfully to fulfill the terms of his/her contract until it is dissolved by mutual consent or by due process of law. It is recommended that employees notify the Superintendent in writing by May 1 if they intend to resign at the end of the year.

The teacher shall have the right to resign for good reason by submitting at least thirty (30) days written notice at any time except during the month of August, during which month only extreme emergencies shall permit withdrawal.

The teacher shall not resign to accept a new position elsewhere during a school year until the teacher is assured that a suitable replacement is available or until every reasonable opportunity has been given for the Superintendent receiving the teacher's resignation to secure a suitable replacement.

The Superintendent and the Board of Education shall recognize the obligation to release a teacher from the terms of a contract when an opportunity is offered for significant professional advancement.

A teacher intending to resign shall submit a written notice of resignation to the Superintendent of Schools, who is authorized to accept such notice of resignation and shall be effective upon its submission to the Superintendent. The Board of Education shall be informed of any such teacher resignation at the next regularly scheduled meeting of the Board.

Policy adopted: April 14, 2022

**New London Public Schools**  
New London, CT