BP-4117.2
BP-4217.2
BP-4317.2

ALL PERSONNEL - RESIGNATION

The Superintendent or designee is authorized to accept the written resignation of any employee on behalf of the School Board, and the resignation shall become effective immediately upon acceptance by the Superintendent or designee. A resignation presented to and accepted by the Superintendent or designee may not be withdrawn by the employee. The resignation will be reported to the Board by the superintendent at the next scheduled board meeting.

A certificated staff member should provide notice as early as possible to the district when the staff member knows that he or she does not plan to return for the following school year. The district may agree to release a certificated staff member who has signed a contract, provided notice is given to the school district, in writing, on or before June 30.

If a request to release a certificated staff member from his or her contract is made when after June 30, the district will consider if filing of a PTPC complaint is warranted, the district will weigh any mitigating circumstances. If a certificated employee leaves the employ of the district during the school year without obtaining acceptance of his/her resignation, or leaves before the effective date of the resignation, the Superintendent or designee may report this fact, with supporting evidence, to the Professional Teaching Practices Commission. The Commission may revoke the credentials of teachers who leave the district in this manner.

If a certificated staff member is currently under contract with the district and the district learns the staff member has contracted with another district for the same school year, without obtaining a written release, the district will consider a PTPC complaint against the staff member.

The district will not contract with a certificated staff member under contract with another district unless the staff member provides a written release from the current employer. If the district contracts with a certificated staff member who has not disclosed that he/she is under contract with another school district, the district reserves the right to terminate the contract for material misrepresentation and to file a PTPC complaint.

Legal Reference
ALASKA ADMINISTRATIVE CODE
4 AAC 18.010 Teachers and administrators' contracts
20 AAC 10.020 Code of ethics and teaching standards

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