

ALL PERSONNEL

Resignations

Employees shall submit all resignations in writing. Such statement is to be directed to the Superintendent. The statement shall request a specific effective date of resignation, should include the reason for the resignation, and normally, no less than two weeks' notice should be given.

The Superintendent may accept the resignation as presented or affix another specific date for effectiveness.

The Superintendent may recommend that the State Teacher Licensing and Preparation Commission revoke the credentials of a certificated employee who leaves the county service prior to the effective date of his/her resignation as set by the Superintendent.

For purposes of this section, formal rejection or refusal to sign and return the employer's offer of employment by the date required thereon shall be considered by the employer as a resignation. (see 4112.1)

Legal Reference:

EDUCATION CODE

44420 Failure to fulfill contract as ground for suspension of diplomas and certificates

44433 Unauthorized departure from service as unprofessional conduct

44930 Acceptance and date of resignation

45201 Power to accept resignation

CODE OF REGULATIONS, TITLE 5

80303 Reports of change in employment status

80304 Notice of sexual misconduct

Policy

Adopted: July 16, 1980

Reviewed: October 2, 1991

Revised: January 14, 2009

HUMBOLDT COUNTY OFFICE OF EDUCATION

Eureka, California