

## RESIGNATION

A licensed employee who wishes to resign must notify the Superintendent in writing within the time period set by the Board for return of the contract. This applies to regular contracts for the licensed employee's regular duties and for an extracurricular contract for extra duty. Resignations of this nature will be accepted by the Board.

Pending Board approval, the District may require an individual who has resigned from an extracurricular contract to accept the resigned position for only the subsequent school year when the District has made a good faith effort to find a replacement and the licensed employee is continuing to be employed by the school district.

All other employees who wish to resign during the school year must give the board notice of their intent to resign to the superintendent in writing with final date of employment and cancel their contract 14 calendar days prior to their last working day.

Legal Ref.: Iowa Code §§ 91A.2, .3, .5; 279.13, .19A (2013).

Cross Ref.: 405.2 Original Contracts – Licensed Employees

ADOPTED: 4/68  
12/11/82  
12/12/83  
6/11/90  
2/28/94  
2/28/00  
1/28/19

Reviewed: 1/94, 2/2/00, 11/13/03, 9/4/08, 4/4/13, 1/3/19