

Ashland School District 5

Code: **GCPB/GDPB**
Adopted: 4/12/04
Readopted: 5/08/17
Orig. Code(s): GCPB; GDPB

Resignation of Staff

A licensed staff member who wishes to resign from his/her position with the district must give written notice at least 60 days prior to the date he/she wishes to leave district employment. The superintendent is authorized to accept the resignation effective the day it is received and either release the teacher immediately from further teaching or administrative obligations or inform the teacher that he/she must continue teaching for part or all of the 60-day period.

The Board, at its next meeting, will ratify the action of the superintendent. Exceptions due to emergency or other extenuating circumstances may be considered by the Board.

Where less than a 60-day notice is given, the Board may request the Teacher Standards and Practices Commission to discipline the license. Exceptions due to emergency or other extenuating circumstances may be considered by the Board.

A classified staff member who wishes to resign from his or her position with the district should file a written notice in the personnel office at least 15 calendar days prior to the date he or she wishes to leave district employment. The superintendent is authorized to accept resignations of classified employees effective the day are received.

END OF POLICY

Legal Reference(s):

[ORS 342.545](#)
[ORS 342.553](#)
[ORS 652.140](#)

[OAR 581-022-1720](#)
[OAR 584-050-0020](#)

Pierce v. Douglas County Sch. Dist., 297 Or. 363 (1984).