

**Port Orford-Langlois
School District 2CJ**

Code: **GCPB/GDPB**
Adopted: 5/10/88
Revised/Readopted: 6/8/04
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 or risk having his/her license suspended for the remainder of the school year. The Board, at its next meeting, will ratify the action of the superintendent.

Where less than 60 days notice is given, the Board may request the Teacher Standards and Practices Commission to suspend the teacher's or administrator's license for the remainder of the school year. Exceptions due to emergency or other extenuating circumstances may be considered by the Board.

A classified staff member who wishes to resign from his/her position with the district must file a written notice in the personnel office at least 15 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. The Board, at its next meeting, will ratify the action of the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 342.553](#)

[ORS 652.140](#)

[OAR 581-022-1720](#)

Pierce v. Douglas County School District No. 4, 60 Or App 285 (1982); rev'd, 197 Or. 363 (1984).