

Siuslaw School District 97J

Code: **GCPB**
Adopted: 8/26/98
Revised/Readopted: 02/12/14
Orig. Code(s): GCPB

Resignation

Resignation

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 staff member from further teaching or administrative obligations at an agreed upon time or inform the staff member that he/she must continue teaching for part or all of the 60-day period or risk suspension of his/her license 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 discipline the licensee. Exceptions due to emergency or other extenuating circumstances may be considered by the Board.

The superintendent is authorized to accept resignations of classified employees effective the day they are received.

Retirement

To assist the district in its planning efforts, staff members considering retirement are encouraged to notify the district as early as possible, preferably at the beginning of the school year in which the retirement will take place.

END OF POLICY

Legal Reference(s):

[ORS 342.553](#)

[ORS 652.140](#)

[OAR 581-022-1720](#)

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