

# Vernonia School District 47J

Code: **GCPB**  
Adopted: 6/12/08  
Readopted: 1/14/10  
Orig. Code(s): GCPB/GDPB/GEPB

## Resignation of Employees

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 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.

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

A confidential and/or supervisory staff member who wishes to resign from his/her position with the district must file a written notice in the district office at least 30 days prior to the date he/she wishes to leave the 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

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### Legal Reference(s):

[ORS 342.553](#)

[ORS 652.140](#)

[OAR 581-022-1720](#)

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