

SAYDEL COMMUNITY SCHOOL DISTRICT

RESIGNATION

Resignations will be in writing signed by the resigning party, directed to the Superintendent and referred to the Board.

No administrator will be released from a contract after July 1 of each school year without the recommendation of the Superintendent and the express action of the Board. Such a release may be considered only after a suitable replacement has been secured. The employee seeking such a release may be asked to reimburse the district the cost for securing said replacement. This cost will be the actual cost payable within thirty (30) days of the Board's acceptance of the resignation.

In the event a personnel member terminates employment without proper release, the Superintendent is directed to advise the State Department of Education for appropriate action by the Department.

Approved: January 20, 1997

Reviewed: January 2016

Revised: January 2016