

RESIGNATION OF PROFESSIONAL STAFF

The Board of Trustees considers a contract with a professional employee to be a mutually binding agreement which shall be executed both in spirit and in fact.

The Board shall accept any teacher's resignation for the ensuing school year when it is presented in writing prior to May 15 of the current year. Teachers who are considering resigning but have not done so prior to May 15, shall keep the Superintendent informed of their plans. Resignations tendered after that date may not be accepted by the Board.

The Board does, however, realize that circumstances may make it necessary for an employee to resign their position during the school year. In such cases, certificated employees shall be required to give at least 60 days written notice of their intent to resign. When an employee wishes to leave on shorter notice, it shall be the Board's policy to permit an earlier release only when effective arrangements can be made for a replacement.

If a teacher resigns or leaves their position without giving the notice outlined above, the Board may call for legal action against the teacher and may also file a formal complaint with the State Department of Education asking for revocation or suspension of the teacher's certificate.

Additionally, the costs incurred by the District in finding a replacement for any teacher who leaves their position prior to the end of their employment contract may be charged to that employee. Guidelines for the implementation of this requirement shall be developed by the administration and submitted to the Board for approval.

Current practice codified 1977
Adopted: date of manual adoption
Revised: 4/1993; 5/2019

School District #1, Johnson County, Wyoming