

**Policy Title: Resignation**

**Policy No: 402.14**

The Board of Trustees recognizes that there are circumstances which dictate an employee to request a release from a contract before the expiration date of the contract; therefore, personnel may be released from their contracts by agreement of the Board provided that suitable replacements can be secured.

In event the contract is terminated by the agreement of the parties, then the certified employee shall accept and receive as full compensation such sum as shall be computed by dividing the annual salary by the number of contract days and multiplying the per day salary by the actual days taught.

The Superintendent shall be empowered to accept any and all resignations on behalf of the Board of Trustees.

**Policy Cross Reference:**

**Legal Reference:**

**Policy History:**

Adopted:	05/12/1975
Reviewed:	03/13/2006
Amended:	04/19/2006