

EMPOYEES - Series 400

407 Licensed - Termination of Employment

407.1 Resignation

A licensed employee who wishes to resign must notify the superintendent in writing within the time period set by the board for return of the contract. This applies to regular contracts for the licensed employee's regular duties and for an extracurricular contract for extra duty. Resignations of this nature will be accepted by the board.

The board may, however, require an individual who has resigned from a extracurricular contract to accept the resigned position when the board has made a good faith effort to find a replacement and the licensed employee is continuing to be employed by the school district.

The superintendent is authorized to file a complaint with the Board of Educational Examiners against any licensed employee who leaves without proper release from the Board. Should such an instance arise, the resignation of the licensed employee may be accepted under protest or the licensed employee may be terminated so that replacement staff may be hired without jeopardizing the legal rights of the district.

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Revision Date: December 12, 2000

Legal Reference: Iowa Code SS91A.2, 1A.2,.3,.5, 272A.6, 279.13,.19A (1989). 640 Iowa Admin. Code 3.1.

Cross Reference: 405.5 Original Contracts of Licensed Personnel 405.9
Continuing Contracts of Licensed Personnel 407.3
Retirement of Licensed Personnel 401.9 Voluntary
Retirement