

RESIGNATION

Pursuant to state law, following submission of a written resignation, the Board authorizes the Superintendent to accept or reject the resignation. After resignation is submitted and upon acceptance by the Superintendent, the employee does not have a right to withdraw or otherwise rescind that resignation without the Board's approval. Any employee, except the Superintendent (who should submit a written resignation to the Board president), should submit a written resignation to the Superintendent or designee. An employee's resignation may be submitted to and received by the Superintendent or designee through any written communication medium, and the employee may not withdraw, rescind, annul, or amend such resignation once submitted to and accepted by the Superintendent or designee. Such a submission includes written communications left on school property following discovery by school officials that the individual has accepted other employment.

A notice of retirement is subject to this policy, as a retirement notification is functionally equivalent to a resignation.

The Superintendent or designee shall inform the Board of the acceptance or rejection of any resignation at its next regularly scheduled business meeting.

I.C. 5-8-4-1 et seq.

MSD of Washington Township

Adopted: 08/28/24

Revised [date]