

**Exhibit B—Resolution of the Board Delegating Authority  
to Accept a Contract Employee’s Resignation Effective at the End of  
the School Year or Submitted Before Penalty-Free Resignation Date**

**Note to administrator:** This resolution should be adopted by the Board only if the Board wishes to designate a District employee, in addition to the Superintendent, to serve as the Board’s designee to accept a contract employee’s resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date.

WHEREAS, Education Code 21.105(a), .160(a), and .210(a) and DFE(LOCAL) provide that a contracted employee may relinquish a teaching position and leave the District at the end of a school year without penalty by filing with the Board or the Board’s designee a written resignation not later than the 45th day before the first day of instruction of the following school year; and

WHEREAS, in addition to the delegation of authority to the Superintendent in DFE(LOCAL), the Board seeks to also delegate authority to the [Directors of Human Resources or Executive Director of Human Resources or Associate Superintendent of Athletics/Human Capital/Operations](#) to accept a contract employee’s written resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date;

NOW THEREFORE BE IT RESOLVED that in addition to the delegation of authority to the Superintendent in DFE(LOCAL), the Board of Ector County Independent School District also delegates authority to the [Directors of Human Resources or Executive Director of Human Resources or Associate Superintendent of Athletics/Human Capital/Operations](#) to accept a contract employee’s written resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation period.

A resignation filed not later than the 45th day before the first day of instruction of the following school year is effective upon filing. The resignation cannot be rejected by the District or withdrawn by the employee, is accepted upon receipt by the Superintendent or other person designated by Board action, and requires no further action by the District.

The authority granted by this resolution is effective until the Board revokes such authority by further action.

Adopted this \_\_\_\_\_ (date) day of \_\_\_\_\_ (month), \_\_\_\_\_ (year), by the Board of Trustees.

Presiding Officer: \_\_\_\_\_

Secretary: \_\_\_\_\_