

**Resolution of the Board Delegating Authority to Accept
a Contract Employee's Resignation
Effective Before the End of the School Year**

WHEREAS, Education Code 21.105(b), .160(b), and .210(b) and DFE(LOCAL) provide that a contracted employee may resign effective before the end of the school year, with the consent of the Board or the Board's designee; and

WHEREAS, in addition to the delegation of authority to the Superintendent in DFE(LOCAL), the Board seeks to also delegate authority to the school principal or central office cabinet member to accept a contract employee's resignation when the resignation is effective before the end of the school year;

NOW THEREFORE BE IT RESOLVED that in addition to the delegation of authority to the Superintendent in DFE(LOCAL), the Board of Celina School District also delegates to the school principal or central office cabinet member the authority to accept a contract employee's resignation when the resignation is effective before the end of the school year.

The Superintendent or other person designated by Board action will either accept the resignation or submit the matter to the Board in order to pursue sanctions allowed by law.

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: _____

TERMINATION OF EMPLOYMENT
RESIGNATION

**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**

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 school principal or central office cabinet member 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 Celina School District also delegates authority to the school principal or central office cabinet member 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: _____