

## **RESIGNATION**

A certificated employee must notify the superintendent in writing as soon as possible, in no case later than June 1, if he or she intends to resign and not continue his or her employment with the district for the next school year.

### ***RELEASE FROM CONTRACT***

*A certificated employee wishing to be released from his or her contract after the contract has been signed by the individual and received by the district, must notify the superintendent in writing, specifying the reasons for the request.*

*The board may, in its discretion, vote to grant or deny the employee's requested release. In reviewing the request, the board may require additional information from the employee regarding the reasons for the request. In arriving at its decision, the board will consider such factors as:*

- 1. The timeliness of the request;*
- 2. The reasons given for the request;*
- 3. The difficulties that the board anticipates in hiring a qualified teacher to replace the employee; and*
- 4. The extent to which granting or denying the requested release from the contract will impact the district's operations and educational program.*

*A resignation is not effective until acted upon by the board and the resignation may not be withdrawn subsequent to the board granting the resignation.*

*Should any certificated employee vacate his or her position without specific release by the board, the board may file a complaint with the Professional Standards Commission alleging unethical conduct pertaining to the breach of the teaching contract.*



**LEGAL REFERENCE:**

Idaho Code Sections

33-513 – Professional Personnel

33-1208(1)(j) – Revocation, Suspension, Denial or Place Reasonable Conditions on  
Certificate – Grounds

33-1208A – Reporting Requirements and Immunity

33-1209 – Proceedings to Revoke, Suspend, Deny or Place Reasonable Conditions on a  
Certificate – Letters of Reprimand – Complaint – Subpoena Power – Hearing

IDAPA

08.02.02.076 – Code of Ethics for Idaho Professional Educators

08.02.02.077 – Definitions for Use with the Code of Ethics for Idaho Professional  
Educators

**ADOPTED: August 28, 2002**

**AMENDED: October 22, 2014**