

Keller ISD
220907

TERMINATION OF CONTRACT:
RESIGNATION

DFE
(LOCAL)

| | |
|----------------------|--|
| GENERAL REQUIREMENTS | All resignations shall be submitted in writing to the Superintendent. The employee shall give reasonable notice and shall include in the letter a statement of the reasons for resigning. A prepaid certified or registered letter of resignation shall be considered submitted upon mailing. The Board delegates to the Superintendent the authority to accept resignations in accordance with the requirements of this policy. Once submitted and accepted, a resignation may not be withdrawn without consent of the Board or its designee. |
| DURING SCHOOL YEAR | Contract employees may not resign during the school year, after active duty has begun, without the consent of the Board or its designee. |
| DURING SUMMER MONTHS | Acceptance of a resignation after the deadline established by law [see DFE(LEGAL) preceding] is contingent on finding a suitable replacement. |

DATE ISSUED: 10/23/1995
UPDATE 50
DFE(LOCAL)-A1
