

**SECTION 4000  
PERSONNEL**

**BOARD POLICY  
BP 4317.2**

**PERSONNEL RESIGNATION**

The Superintendent is authorized to accept the written resignation of any employee in behalf of the Governing Board, and the resignation shall become effective immediately upon acceptance by the Superintendent. A resignation presented to and accepted by the Superintendent may not be withdrawn by the employee.

If a certificated employee leaves the employ of the district during the school year without obtaining acceptance of his/her resignation, or leaves before the effective date of the resignation, the Superintendent is directed to report this fact, with supporting evidence, to the Commission for Teacher Preparation and Licensing. The Commission may suspend the credentials of teachers who leave the district in this manner.

**LEGAL REFERENCES:**

**EDUCATION CODE**

- 444420 Failure to fulfill contract a ground for suspension of diplomas and certificates.
- 44930 Acceptance and date of resignation

**CALIFORNIA COURT OF APPEALS**

First District, 1980 American Federation of Teachers, Local No. 1050 vs. Board of Education of Pasadena Unified School District (see California School Law Digest, Vol. VIII, No. 8, August 1980, page 97).

Adopted: April 24, 1996