Policy No. 414.01

Adopted: 04-08-2003 Reviewed: 03-30-2015

## **SUPPORT STAFF RESIGNATION**

Support staff who wish to resign during the school year shall give the board notice of their intent to resign and to cancel their contract 14 days prior to their last working day.

Notice of the intent to resign and intended final date of employment shall be in writing to the superintendent.

Cross Reference: 412.03 Support Staff Contracts

414 Support Staff Termination of Employment