

# OLDHAM COUNTY BOARD OF EDUCATION POLICY

## RESIGNATIONS

5065

*Reference: KRS 161.780*

*Related to: 5056AR*

### **5065.01 CERTIFIED STAFF**

The Board policy for resignations by certified staff is as prescribed by KRS 161.780. No teacher shall be permitted to terminate his or her contract within fifteen (15) days prior to the first instructional day of the school term without the consent of the Superintendent; any such teacher shall be permitted to terminate their contract any other time when schools are not in session by giving two (2) weeks written notice to the Superintendent. Upon complaint by the Board to the Educational Professional Standards Board and after investigation by the Educational Professional Standards Board, the certificate of a teacher or superintendent terminating their contract in any other manner than provided in KRS 161.780, may be suspended for not more than one (1) year.

Any resignation must be in writing and becomes binding upon acceptance by the Superintendent. The effective date of a resignation will be the day specified in the letter of resignation. No further action by the Board of Education is necessary. The resignation may be withdrawn only with the approval of the Board of Education. The resignation is effective on the date specified in the letter of resignation; however, insurance and benefit plans will be terminated on the date required by terms of the plan.

Further, the Board will expect teachers or superintendents to honor their contractual obligations pursuant to this section until a suitable replacement is secured for their position.

### **5065.02 CLASSIFIED STAFF**

Resignations from classified staff shall require a two-week notice pursuant to provisions of the annual contract signed by the employee. The effective date of a resignation will be the date specified in the letter of resignation. However, insurance and benefit plans may be terminated based on the last day for which the classified employee receives pay in accordance with the terms of the plan.