

**ACCEPTANCE OF RESIGNATION OF ADMINISTRATIVE EMPLOYEES**

The Superintendent of Schools or designee shall be authorized by the Board of Trustees to officially accept the resignation of any employee. However, the Superintendent may decide not to accept the resignation and instead submit it to the Board for action. If the decision of the Superintendent or designee is to accept the resignation, the resignation shall be deemed accepted at the time of receipt by the Superintendent or designee. The Superintendent will report to the Board resignations accepted or denied.

Reference: Education Code Section 44930

Policy adopted: March 21, 1984; September 12, 2000