

HUMAN RESOURCES

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BP 7350     **RESIGNATIONS**

**References:**

Education Code Sections 87730 and 88201

The Governing Board shall accept the resignation of any employee and shall fix the time when the resignation takes effect, which shall not be later than the close of the academic year during which the resignation has been received by the Board.

The Governing Board hereby delegates to the Superintendent/President the authority to accept resignations on its behalf at any time. Resignations shall be deemed accepted by the Governing Board when accepted in writing by the Superintendent/President subject to the provision of the applicable collective bargaining agreement or employee handbook. When accepted by the Superintendent/President, the resignation is final and may not be rescinded except in instances as outlined in applicable collective bargaining agreements or employee handbook. All such resignations shall be forwarded to the Governing Board for ratification.

Office of Primary Responsibility: Human Resource Services