

Board Policy

Code No. 413.1

CLASSIFIED EMPLOYEE RESIGNATION

Classified employees who wish to resign shall give the Superintendent or designee written notice of their intent to resign and final date of employment two weeks prior to their last working day.

Legal Reference: Iowa Code §§ 91A.2, .3, .5; 279.19A; 285.5(9) (2009).

Cross Reference: 411.3 *Classified Employee Letter of Assignment*
413 *Classified Employee Termination of Employment*

Approved: November 16, 1987

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