

HARTNELL

New Revised Replaces existing policy/procedure:

Comments: Not approved

College Planning Council

Approved as presented
Approved with changes
Not approved

Comments:

Superintendent/Presides

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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 Governing Board.

The Governing Board hereby delegates to the superintendent/president the authority to accept resignations on its behalf. Resignations shall be deemed accepted by the Governing Board when accepted in writing by the superintendent/president. When accepted by the superintendent/president, the resignation is final and may not be rescinded. All such resignations shall be forwarded to the Governing Board for ratification.

See Administrative Procedures 7350

Adopted by the Board of Trustees:
Formerly BP 5035

NOTES FOR REVIEWERS:

--This BP replaces BP 5035

--This policy spells out the Ed Code minimal requirements for resignation. The first paragraph is unchanged from CCLC; the second paragraph is legally advised.

--AP is local practice

HARTNELL COLLEGE

5000 SERIES HUMAN RESOURCES AND EQUAL EMPLOYMENT OPPORTUNITY

A. Human Resources

5035 Resignations

Resignations of all employees shall be submitted in writing to the Superintendent/President or designee. The employee shall specify the effective date of the resignation which shall not be later than the close of the school year during which the resignation has been accepted by the Governing Board. The resignation shall be deemed accepted by the board when accepted in writing by the Superintendent/President or designee. When accepted in writing by the Superintendent/President or designee, the resignation is final and may not be withdrawn. The Superintendent/President shall forward the resignation to the Board for action.

Reference: Education Code Section 88201 & 87730.
(Formerly Governing Board Policy 5030; adopted 7-3-84)
Adopted: Revised and renumbered 10-1-85
Revised and Adopted: 7-2-91, 4-6-98, 9-16-02, 4-1-03