

RESIGNATION OF CLASSIFIED EMPLOYEES

FILE: GDPB

Any employee wishing to resign from employment of from the Board must notify his/her immediate supervisor and the Human Resource Department at least two weeks prior to the effective date of their resignation. The notice should provide the effective date of the resignation and the reason for leaving.

Legal Reference			
Policy History	Adopted	Reviewed	Revised April 12, 2022, 1 st Reading May 10, 2022, 2 nd Reading