

**RESIGNATION**

A certificated employee must notify the superintendent in writing as soon as possible, in no case later than June 1, if he or she intends to resign and not continue his or her employment with the district for the next school year.

**RELEASE FROM CONTRACT**

A certificated employee wishing to be released from his or her contract after the contract has been signed by the board chairman, must notify the superintendent in writing, specifying the reasons for the request.

The board may, in its discretion, vote to grant or deny the employee's requested release. In reviewing the request, the board may require additional information from the employee regarding the reasons for the request. In arriving at its decision, the board will consider such factors as:

1. The timeliness of the request;
2. The reasons given for the request;
3. The difficulties that the board anticipates in hiring a qualified teacher to replace the employee; and
4. The extent to which granting or denying the requested release from the contract will impact the district's operations and educational program.

Should any certificated employee vacate his or her position without specific release by the board, the board may file a complaint with the Professional Standards Commission alleging unethical conduct pertaining to the breach of the teaching contract.



**LEGAL REFERENCE:**

Code of Ethics of the Idaho Teaching Profession

*Idaho Code* Sections

- 33-515
- 33-1208
- 33-1209

**ADOPTED:** March 9, 2004

**AMENDED:**