



Reference: *Education Code Section 87330, 88201;*

The 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 Board hereby delegates to the Chancellor the authority to accept resignations on its behalf at any time. When accepted by the Chancellor, the resignation is final and may not be rescinded. All such resignations shall be forwarded to the Board of Trustees for ratification.

The District, through its Human Resources staff, will encourage employees to participate in an exit interview when resigning.

Board approval date: 8/22/17
Reviewed/Revised: 4/18/23