

<b>Todd County School District Policy: GCQD (also CFP)</b>
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### **RESIGNATION OF ADMINISTRATIVE STAFF**

If an administrative staff member intends to resign from his/her position, notice must be given to the board at the time of contract expiration. Should an administrative staff member resign at a time other than that of contract renewal, board approval will be required to dissolve the contract. A liquidated charge not to exceed two and one-half percent (2.5) of the contract will be assessed.

If a resignation is tendered in the latter case, the board will accept the resignation of a professional staff member for the following reasons:

1. pregnancy;
2. illness (on doctor's recommendation);
3. spouse's work is transferred to another geographic area which is beyond reasonable commuting distance to the Todd County School District;

If no mutual consent as to the termination exists and if the administrative staff member initiates the termination of the contract prior to its terminal date, the district shall utilize the provisions of SDCL 13-42-9 on revocation of certificate.

LEGAL REFS.: SDCL 13-43-9; 13-43-10; 13-43-10.11;  
13-43-10.2

ADOPTED: April 18, 1983  
REVISED: November 9, 1992  
REVISED: March 14, 1994  
REVISED: August 24, 2015