

## RESIGNATION AND RETIREMENT

Any employee who wishes to resign or to retire from employment with the District must do so in writing submitted to the Superintendent. Except as otherwise provided herein, such resignation or retirement shall be effective and may not be revoked when submitted to the Superintendent unless otherwise determined by the Board. Any resignation so received shall be listed as an "information only" item in the personnel report of the Board meeting agenda.

Subject to the provisions of any applicable negotiated agreement and in accordance with Oklahoma law, teachers shall be required to give notice by registered or certified mail of resignation or retirement by fifteen (15) days after the first Monday in June or else the teacher may be bound to perform pursuant to a continuing contract. The Superintendent shall not accept any resignation or retirement of a teacher submitted after August 1 which is to be effective during the current school year unless a qualified replacement may be obtained.

Reference: Oklahoma Statutes 70-6-101