

PERSONNEL SERVICES

Policy 4711

Separation

Resignation: Support Staff

Educational support personnel who wish to resign should address a letter of resignation to the
The letter should state reasons and an effective date for the resignation.

Ten (10) days written notice is the minimum amount of time for resignation by an educational
support staff member.

Adopted by the Pettis County R-V Board of Education on November 15, 2001
Ron Higgins, Board President Bonnie Killion, Board Secretary
Reviewed on: January 22, 2004; January 19, 2006; January 17, 2008