

## Professional Staff Resignation of Employment

Professional employees who for any reason intend to resign or retire are encouraged to indicate their intentions in writing to the Board as early in the regular school year as plans become firm and the decision to leave NW BOCES is made. Resignations become effective at the end of the school year in which they are submitted.

Resignations, to become effective earlier than the end of the regular school year, require 30 days prior notice. Release by the Board will be considered on an individual basis. Letters of resignation will be submitted to the Administrative Director for transmittal to the Board.