

ACCEPTANCE OF LETTERS OF RESIGNATION DUE TO RETIREMENT

The Gore Board of Education empowers the superintendent, as agent of the board, to accept on its behalf letters of resignation due to retirement for any reason from any school district employee. Receipt of a letter of resignation due to retirement by the superintendent constitutes acceptance of such resignation due to retirement by the board of education and releases the employee and the district from any and all further contractual obligations beyond the effective date of the resignation due to retirement. Any resignation due to retirement received by the superintendent is irrevocable.

Upon receipt of a letter of resignation due to retirement, the superintendent will give the resigning employee, either in person or by certified mail, the following statement:

I, the Superintendent of Schools, acting as the Chief Executive Officer of the Gore Board of Education, acknowledge receipt this date of a resignation due to retirement from employment signed by

_____, effective the

____ day of _____, _____. My signature constitutes acceptance of this resignation due to retirement by the Board of Education and releases the resigning employee and the district, upon the effective date of the resignation due to retirement, from all further contractual obligations. By accepting this resignation due to retirement from the employee, the employee's offer to be released from his or her contract with the board of education is accepted, and thus the resignation due to retirement is irrevocable.

Superintendent

Employee

Date