



## **School Policies**

### **GDQB - RESIGNATION OF CLASSIFIED STAFF**

In those cases where a classified employee submits a voluntary resignation, they should send a copy of the resignation letter to the office of personnel services.

If an employee resigns as a result of an allegation of unlawful behavior involving a child, including unlawful sexual behavior, which is supported by a preponderance of evidence, the School Director is delegated the responsibility for immediately notifying the Board of Directors executive committee and Colorado Department of Education (CDE), and for providing any information requested by CDE concerning the circumstances of the resignation. The School Director also shall notify the employee that information concerning their resignation is being forwarded to CDE unless such notice would conflict with the confidentiality requirements of the Child Protection Act.

Adopted by Board: October 23, 2018

Revised by Board: September 28, 2021

(continue adding Revised/Reviewed dates)