

403.2 Employee Resignations

Policy

The Board directs that procedures be developed for enabling early notification of resignations. Procedures relating to employee resignations shall be in accordance with provincial statutes and legislation, employee collective agreements and Board policy.

Regulations

1. The Board delegates to the Associate Superintendent, Human Resources the authority to accept resignations from Division employees.
2. The Board delegates to the Superintendent or Associate Superintendent, Human Resources the authority to accept resignations from administrative positions.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Alberta Education Act:	216, 217, 218, 219
Other Statutes:	Alberta Labour Relations Code, Employment Standards Code
Other:	Employee Collective Agreements