



First Supervisory District of Suffolk County
201 Sunrise Highway
Patchogue, New York 11772

Board Policy

Employee Separation

Instructional Employees

As required by law, the Board will accept the resignation of an instructional employee upon thirty (30) days written notice.

It is expected that, whenever possible, employees will submit resignations well in advance of the required thirty (30) days notice to facilitate the recruitment and appointment of a replacement.

References:

- [NYS Education Law §3019-a](#)

First Adopted: 7/1/03
Readopted: 7/11/07