

**Policy**

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SEPARATION

The contract for each certified employee hired by the Jersey City School District shall include a 60 day termination clause. The board of education shall provide 60 days notification of the intent to terminate certified staff member's employment according to board policy and the individual contract. The board shall require the employee to provide 60 days notification of the intent to terminate their employment according to board policy and the individual contract. The board may report a breach of the employment contract to the Commissioner.

Employees may request and the board may approve on a case by case basis, exceptions to the 60 day notification agreement under the following circumstances:

- A. When the termination is for mutually acceptable reasons, the employee may work during the period of notice for an agreed number of days with payment for days of service only;
- B. The superintendent may release an employee immediately without pay if such a release is mutually agreeable to the employee; or
- C. The superintendent with board approval may terminate the employee immediately with pay for the period of notice.

Any employee leaving the district without sufficient notice or a board approved exception as detailed above, shall be paid through the last day of service only.

Employees removed for cause are not entitled to receive 60 days notification or salary.

Adopted: March 13, 2008  
NJSBA Review/Update: March 2013  
Readopted: October 17, 2013

Key Words

Termination, Notice, 60 Day Notice, Notification, Resignation

<b>Legal References:</b>	<u>N.J.S.A.</u> 18A:4-15	General rule-making power
	<u>N.J.S.A.</u> 18A:4-16	Incidental powers conferred
	<u>N.J.S.A.</u> 18A:6-10 <u>et seq.</u>	Dismissal and reduction in compensation of persons under tenure in public school system...
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:26-10	Suspension of certificate for wrongful cessation of performance of duties
	<u>N.J.S.A.</u> 18A:27-4	Power of boards to make rules governing employment of teachers, etc., employment thereunder
	<u>N.J.S.A.</u> 18A:27-9	Teaching after notice of termination of contract
	<u>N.J.S.A.</u> 18A:28-8	Notice of intention to resign required

Possible

<b>Cross References:</b>	*2131	Superintendent
	4010	Goals and objectives
	*4112.6/4212.6	Personnel records
	*4115	Supervision
	*4116	Evaluation
	*4117.41	Nonrenewal

\*Indicates policy is included in the Critical Policy Reference Manual.