

**Cincinnati CITY SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURES**

Procedure Name Termination and Resignation	
Procedure No. 3140-00-01	Eff. Date: 12/7/2009
Implements Board Policy (ies) <u>3140-Termination & Resignation</u>	Last Reviewed: <u>12/7/2009</u>

1. Background

Describe relevant background to the implementation of the policy.

An employment contract may be suspended or terminated, in accordance with ORC 3319.16 and Collective Bargaining Agreement (CBA).

2. Responsibilities

Title: Paul McDole, Director of Human Resources	
Address: 2651 Burnet Ave., Cincinnati, OH 45219	
Phone: 513-363-0149	Cell phone: 513-207-1945

Describe responsibilities:

Termination – arrange discipline hearing with the appropriate personnel.

3. Action Steps

Describe the action steps relevant to the implementation of the policy.

-Termination - shall abide by due process, statutory procedures, and the terms of the Collective Bargaining Agreement (CBA).

Resignation– process in accordance with the terms of the CBA or his/her employment contract

4. Equity Considerations

Describe any equity considerations relevant to the implementation of this policy.

5. Related Documents / Forms

Document Title	Description	Last Reviewed
1.CBA	Section: Termination	1/10/2017
2.		
3.		

6. Additional Information

Describe any additional information relevant to the implementation of the policy.

An employment contract may be suspended or terminated, in accordance with Ohio Revised Codes 3319.151 or 3319.16