

**Resignation/Removal from Office****Removal from Office**

Upon thirty days written notice and upon motion duly made and seconded an officer of the Board may be removed from office for cause only by an affirmative vote of a majority of members voting by open ballot.

**Procedure for Removal:**

Prior to any vote to remove a Board officer for cause:

1. The Board may review the performance and/or conduct of the Board officer in open or executive session (as determined by the Board and the Board officer) prior to taking any formal action;
2. If the Board determines that formal action is necessary, the Board officer shall be provided with reasonable notice of the Board's intent to consider possible removal from office (such notice to be given in writing after being authorized by Board vote at a prior meeting of the Board);
3. Upon the written request of the Board officer within seven (7) days of such action, s/he shall be provided with an opportunity for a hearing before the Board of Education prior to the Board vote on removal;
4. At any such hearing, the Board officer shall have the right to be represented by counsel at his/her own expense and to present relevant evidence to the Board.

**Resignation**

If, for reasons of health, change in domicile, or any other compelling reason a member does decide to terminate service, the Board requests as early as possible notification of intent to resign so that the Board may plan appropriately.

When a member of a Board of Education shall cease to be a bona fide resident of the Town, membership in the Board shall immediately cease.

State law provides that municipal officers seeking to resign from office must submit a written resignation to the municipal clerk. The resignation takes effect upon the date specified in the resignation or, if no date is specified, upon the date of its submission to the clerk.

(cf. 9120 Officers and Auxiliary Personnel)

(cf. 9221 Filling Vacancies)

Legal Reference: Connecticut General Statutes

10.218.1.1 Officers. Meetings

10-220.1 Duties of boards of education

Adopted: April 14, 2005

Revised: December 14, 2021

Revised: February 15, 2024

NORTH CANAAN BOARD OF EDUCATION  
North Canaan, Connecticut