

Rogersville City School

April 1, _____

TO: All Professional Employees

FROM: Sherry Terry, Director of Schools

This questionnaire is for the purpose of determining desires of employees relative to assignment in the Rogersville City School System for the _____ school year.

Any employee desiring a change in assignment for the _____ school year is to furnish the information below and return it to the office.

If you need a conference or some specific information before completing this form, please schedule a time to meet with us. Requests for change in assignment will be shared with appropriate administrative personnel.

.....
You prefer a change of assignment for _____. Please list your first choice of position, level or subject.

State your needs for requesting a change:

Date: _____ **Signed:** _____

Present Assignment: _____