

SCHEDULE "F"

LE MARS COMMUNITY SCHOOL DISTRICT

INTENTION TO CHANGE CLASSIFICATION

In order to change classification on the salary schedule, all teachers are to file in the Superintendent's Office, a request for such change. This request form must be filed on or before the first Friday in May for Board action on his/her request. If such request is granted, the teacher will be required to file, no later than October 1 of the same year, an official transcript of credits. These credits will be reviewed by the Superintendent before presenting them to the Board of Education for acceptance.

I will qualify for a salary classification change as follows:

New Classification

Printed Name

Signed

Date