



Southeastern California Conference of Seventh-day Adventists®  
 Office of Education  
 Teacher Information Sheet  
 2020 – 2021 School Year

**CONFIDENTIAL**

Name: \_\_\_\_\_ School: \_\_\_\_\_

Current Assignment: \_\_\_\_\_

My plan for the next school year is (please check)

- To remain at my present school for next year, 2020-2021.
  - Interested in grade level or subject change if opening is available or in the future.

COMMENTS: \_\_\_\_\_

To retire at the close of this school year and resign my position effective June 30, 2020. *(Contact the Human Resource Office, the process can take up to 6 months.)*

To be considered for hire at any Southeastern California Conference school next year. *(Please feel free to discuss this with your Associate Superintendent should you have any questions.)*

Considering my options at this point. COMMENTS: \_\_\_\_\_

\_\_\_\_\_

Not to teach in Southeastern next year, resigning my position effective June 30, 2020.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**TO BE RETURNED TO YOUR PRINCIPAL BY JANUARY 13, 2020**

Principals are to send in the original forms by January 21, 2020 to:  
 Office of Education  
 Southeastern California Conference  
 11330 Pierce St  
 Riverside CA 92505