

NARRAGANSETT REGIONAL SCHOOL DISTRICT

Date: September

To: Staff

From: Dr. Hemman, Superintendent

Re: Column Change Notification

Please be advised that if you are planning a September column change move from a Bachelor's to Bachelors + 15, etc., you will need to notify my office in writing no later than December 1, of the current school year so that it can be included in the next school year's Budget process.

Note: Failure to notify me by December 1, will mean that you will not Move over a column in September.

Please complete the bottom of this page and return to my attention at the Superintendent's Office. If you have any questions, please do not hesitate to contact me.

Name: _____

School: _____

Position: _____

I anticipate moving from _____ column to _____ column in September _____

Signature: _____ Date: _____