

~~CLASSIFIED PERSONNEL~~

**Letter of Intent**

**ANNUAL SURVEY**

~~Each employee must complete the following Letter of Intent signifying his/her availability for employment for the coming school year and return it to the building Principal/designee, who will forward it to the Superintendent/designee, as appropriate. This should be completed by April 1.~~

**DISTRICT SUPERINTENDENT/DESIGNEE:**

~~I understand that employment in the district is for the contract period only and that completion of this document does not guarantee re-employment in the District.~~

~~However, to assist in staffing preparations for the \_\_\_\_\_ school year, I hereby notify the District of the following:~~

☐ ~~I plan to be available for employment for the next contract year.~~

☐ ~~I do not plan to be available for employment for the next contract year.~~

\_\_\_\_\_  
*Employee's Signature*

\_\_\_\_\_  
*Date*