



# South Panola School District

209 Boothe Street, Batesville, Mississippi 38606

Phone (662) 563-9361/Fax (662) 563-6077

Web Site: [www.southpanola.k12.ms.us](http://www.southpanola.k12.ms.us)

*Providing Opportunities for Educational Excellence*

## PERSONNEL RESIGNATION/RETIREMENT FORM

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

Effective Date: \_\_\_\_\_

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

Job Assignment: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### REASON(S): [CHECK THE MOST APPROPRIATE REASON]

\_\_\_\_\_ Retirement.

\_\_\_\_\_ Personal or family health problems.

\_\_\_\_\_ Family moving from the South Panola area.

\_\_\_\_\_ Accepting employment in education within the State.

\_\_\_\_\_ Accepting employment in education out-of-the-State.

\_\_\_\_\_ Accepting employment out-of-the-field of education.

\_\_\_\_\_ Pursuing further education.

\_\_\_\_\_ Other - Specify: \_\_\_\_\_

\_\_\_\_\_

### PERMANENT ADDRESS

Address: \_\_\_\_\_

City : \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### SUPERINTENDENT'S OFFICE

Signature: \_\_\_\_\_ Date: \_\_\_\_\_