

Washington County School District
Employee Resignation

Today's Date _____

Board of Education
121 W. Tabernacle
St. George, UT 84770

I hereby submit my resignation as an employee of the Washington County School District. **My last day of work will be** _____.

My present assignment is _____ at _____.
Position School/Location

I have signed this statement for the purpose of notifying the Board of Education that I desire to be released from any and all obligations under the regular employee's contract that was signed by me when I became employed with the Washington County School District. I am resigning for the following reason(s):

- Personal or Family responsibilities
- Pursuit of job opportunity elsewhere, specifically:
 - Better compensation Better career potential
 - Better benefit package Housing costs
- Retirement
- Relocation
- Accepted position at another school within District (at-will employees only)
- Dissatisfaction with current position (please specify below)
- Other: _____

Additional comments: _____

Print Name _____ Signature _____

Employee ID # _____

As a reminder and per the terms of the Security I.D. Badge Agreement you were required to sign, please be sure to attach your I.D. badge to this form in order to avoid a \$100.00 fee be withheld from your final paycheck.

Signature of Principal or Department Head

Date