

**WASHINGTON WEST SUPERVISORY UNION
INTENT TO MOVE A COLUMN ON SALARY SCHEDULE IN SUBSEQUENT YEAR**

As per Article 13.1E of the Master Contract, please complete this form if you intend to or could possibly move a column on the salary schedule for the following school year. Please be advised that this is an annual requirement. **Please make sure a copy is given to the Principal for the Board and a copy is sent to Laura Titus at Central Office by December 1st of the year prior to the possible move (per Master Contract).**

Name: _____

School: _____

Dear School Board & Central Office:

I, _____, intend to or could possibly move a column

on the salary schedule to _____ for the _____ school year.
(column)

Signature

Date

For Central Office Use Only:

Date Received _____

Date Copy Given to Director of Operations & Finance _____

Date Documentation Received _____

Date Revised Contract Completed _____