

RETIREMENT FORM

RUTHERFORD COUNTY BOARD OF EDUCATION

Date: _____ Employee Number: _____

Name: _____ Phone Number: _____

Mailing Address:

When you retire your school e-mail will no longer be functional. If you would like to attend the retirement reception please provide a personal e-mail address where you would like to receive information.

Personal E-Mail: _____
Optional

This is to certify that I, _____ Hereby submit my
(Full Name – Please Print)

RETIREMENT with the Rutherford County Board of Education at
_____ as a _____ .
(School) (Position)

Retirement is to become effective _____ .

Please answer each area: _____
(Last day worked)

Certified Classified

Hours worked: _____

Full-Time Part-Time

Employed: 10 Months 11 Months 12 Months

Employee Signature: _____

Supervisor Signature: _____

**Please remember to contact the Payroll Office for your paperwork to complete your retirement forms. Please contact the Rutherford County Insurance Department at (615) 898-7715 to make arrangements regarding your insurance coverage before retirement.*

Please complete this Rutherford County Schools Exit Survey

To submit this exit survey, you may:

- submit to your supervisor with your resignation
- fax it to Human Resources at 615-904-3771 or
- place it in an interoffice envelope to Human Resources at Central Office

School/Department _____

Position _____

Employment status Certified Teacher Classified Support Staff _____

How long have you been employed at Rutherford County Schools? _____

What influenced your decision to leave Rutherford County Schools?
<ul style="list-style-type: none"> <input type="radio"/> Better opportunity <input type="radio"/> Family circumstances <input type="radio"/> Moving <input type="radio"/> Retirement <input type="radio"/> Working environment <input type="radio"/> Other

Please rate your satisfaction with the following:	Extremely Satisfied	Satisfied	Neutral	Dissatisfied	Extremely Dissatisfied
Salary	5	4	3	2	1
Supervisor	5	4	3	2	1
Work Schedule	5	4	3	2	1
Working Conditions	5	4	3	2	1
Cooperation within your school/department	5	4	3	2	1
Professional development opportunities	5	4	3	2	1
Employee health benefits	5	4	3	2	1
Support from central office staff	5	4	3	2	1

<p>Teacher absenteeism tends to be highest on Monday and Fridays. Would you attribute that to:</p> <p><input type="checkbox"/> Fatigue <input type="checkbox"/> School's Culture <input type="checkbox"/> Coincidence <input type="checkbox"/> Professional Development Offerings</p> <p>Other, please describe here.</p>

Will you be going to work for another school system?	Yes	No	Maybe
Would you consider employment with Rutherford County Schools again?	Yes	No	Maybe

What one recommendation could you make that would benefit Rutherford County Employees?

Thank you for taking the time to give us feedback regarding employment with Rutherford County Schools.