THE DIOCESE OF YAKIMA • PASTORAL OFFICE
LA DIÓCESIS DE YAKIMA • CENTRO PASTORAL

Memo

To: _____ **School Staff**

From: _____**, School Principal**

Date: _____

RE: Intent to return for the 2024-2025 School Year

In order to begin planning for the **2024 – 2025** school year, we need to know whether you are interested in returning to serve at _____ **(name of school)**. Please complete this intent to return form, make a copy for your records, and return it to me no later than _____ **(date)**. Please be aware that by completing this form you are **NOT** guaranteed employment for the **2024-2025** school year. The sole purpose is for us to have early notification from those of you who are no longer interested in employment with us.

Certified Staff: Please remember it is your responsibility to keep your certificate current, and a copy filed with us.

If you have any questions about this form, please contact me. Thank you.

I, _____, would like to be considered for employment for the **2024-2025** school year.

I, _____, have chosen to seek employment elsewhere and do not wish to be considered for employment for the **2024-2025** school year.

_____ _____
(Signature) (Date)

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For the latest version of this document, please refer to the Diocese of Yakima website at www.yakimadicoese.or