

**CLASSIFIED STAFF INTENT TO REHIRE**

All classified personnel eligible for rehire will receive an annual intent to rehire notice from the District at the end of the school year. Classified personnel must indicate their intent to return to district employment on this form and must return this form on or before the due date and time listed therein. The notice must be received by the Superintendent by this deadline.

Failure by any classified employee to return the notice by this deadline or an indication on the form that the employee has chosen not to return will be deemed to be a resignation from district employment.

The intent to rehire notices are for planning purposes only and not a contract prescribing a duration of employment. All classified employees remain at will. The District may choose to terminate at-will employees at any time with or without cause, and the employee may resign from employment at any time, with or without cause.

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Complementing NDSBA Templates (may contain items not adopted by the Board)

- DBD-E, Intent to Rehire Classified Staff Notice
- DKBA, Separation of At-Will Employees

**End of Manvel School District #125 Policy DBD ..... Adopted: 12/09/19**