



# SARGENT CENTRAL PUBLIC SCHOOL

## LANE CHANGE REQUEST

**Per Master Agreement**

Teachers may change salary lanes on the salary guide by submitting written intent before June 1<sup>st</sup> on the proposal to advance salary lanes and provide a transcript of the necessary college credits to the Superintendent's office no later than September 15<sup>th</sup> for 100 percent lane change amount and/or 50 percent by January 15<sup>th</sup>. No lane change will be allowed after January 15<sup>th</sup>.

Teacher Name \_\_\_\_\_ Date Request Made \_\_\_\_\_

Current Lane \_\_\_\_\_ Current Salary \_\_\_\_\_

Change Lane To \_\_\_\_\_ Salary Changed To \_\_\_\_\_

Approved \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_

