



**WHITE SETTLEMENT
INDEPENDENT
SCHOOL DISTRICT**

White Settlement ISD Personnel Tracking Form
(To be completed anytime a schedule/assignment change is made)

Current Administrator

Name _____ SS# _____

Current Campus _____

Current Assignment (Check One) Teacher Aide Other _____

Current Program (Check All That Apply – if more than one, attach schedule)
Reg Ed Spec Ed Title I Comp Ed GT Other _____

Current Assignment Ending Date _____

Current Budget Code _____

Signature of Administrator on Current Campus _____

Human Resources

New Campus _____

New Assignment (Check One) Teacher Aide Other _____

New Program (Check All That Apply – if more the one, attach schedule)
Reg Ed Spec Ed Title I Comp Ed GT Other _____

Salary Adjustment Yes No

If yes, explain _____

New Assignment Starting Date _____

Human Resources _____ Date _____

New Budget Code _____

Superintendent Approval

For HR Office use only

Date received _____

Date sent _____

- HR
- System Support
- Benefits
- Technology
- Aesop



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