



**DeKalb County  
Board of Education**

*Wiring students to learn, achieve, and succeed*

**Patrick M. Cripps**  
Director of Schools

**Board Members**

W.J. "Dub" Evins, Chairman  
Doug Stephens, Vice Chairman  
Jim Beshearse  
Jerry Wayne Johnson  
Kate Miller  
Danny Parkerson  
Shaun Tubbs

***New Employment/Change of Employment Status Form***

Employee Name:	
Social Security #:	
Mailing Address:	
Telephone #:	
Assigned School:	
Effective Date:	

- New Position
- Replacing (name): \_\_\_\_\_  
(if replacing an employee attach Resignation Form)
- Part time to Full time

**Complete this form as well as update the Google shared sheet**

Recommended by:

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

**Central Office use only**

Funding Source: \_\_\_\_\_

(Federal, GP – Line Item/Fund)

Approved by:

\_\_\_\_\_  
Supervisor of Instruction

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Schools

\_\_\_\_\_  
Date