



Exit Interview

Teacher

Name: _____
Last *First* *M.I.*

School/Site: _____ Position: _____

Principal

Please use the attached sheets to fill in the following on each teacher who has left employment during the school year:

Date Left Teaching: _____

Separation from Teaching (Choose code from *Separation Reason* sheet): _____

Voluntary Separation (If the separation is voluntary, choose code from *Voluntary Separation* sheet-may select up to five reasons): _____

Future Employment Plans (Use code from *Future Employment Plans* sheet): _____

Separation Reason

The reason for which the employee separated from the school system.

<u>CODE</u>	<u>DEFINITION</u>
A	Retirement
B	Resignation for employment in education in Florida
C	Resignation for employment outside of education
D	Resignation with prejudice
E	Resignation for other personal reasons
F	Staff reduction
G	Dismissal due to findings by the board related to charges
H	Death
I	Contract expired
J	Reason not known
K	Disabled
L	Resignation for employment in education outside Florida
M	Contract not renewed, due to less than satisfactory performance
N	Dismissal during probationary period
O	Job abandonment
Z	Not applicable. Include temporary employees here

Note: When code M is specified, the district must maintain written documentation (e.g., appraisals, recommendations, etc.) supporting the non-renewal of the contract based on unsatisfactory job performance.

Note: Code N is used for instructional staff, supervisor, and principals dismissed during the 97 day probationary period pursuant to s. 1012.33(1)(b) or (3)(a)4, F.S. Also, this code can be used for other staff dismissed during the probationary period.

Note: Report the date of separation from regular employment for employees who return to temporary employment with the district. For example, report the separation date for a teacher who returns and returns to the district as a temporary substitute teacher.

Voluntary Separation

The reason the classroom teacher has voluntarily chosen to leave a regular full-time teaching position.

<u>CODE</u>	<u>DEFINITION</u>
A	Inadequate salary
B	Lack of opportunity for advancement
C	Dissatisfaction with supervisor
D	Dislike/unsuitability for assigned duties
E	Resignation in lieu of involuntary termination
F	Other family/personal reasons
G	Return to continuing education
H	Relocation
I	Retirement
J	End of temporary assignment
K	Inadequate benefits
L	Stress on job
M	Other
N	Spousal relocation
O	Child rearing
P	Entrepreneurship
Q	Promotion to a non-teaching position in the district
R	Transfer to a non-teaching position in the district
S	Health Problems
Z	Not applicable/not a voluntary separation

Note: The teacher may select up to five top reasons for leaving. If less than five reasons are selected - Z-fill the remaining fields.

Future Employment Plans

The type and location of future employment accepted by the classroom teacher who is leaving a regular full-time teaching position.

<u>CODE</u>	<u>DEFINITION</u>
Accepted another teaching position:	
A	at a nonpublic school within the district
B	within another district in Florida
C	outside the State of Florida
Accepted another position in the field of education:	
D	within the same district
E	within another district in Florida
F	outside the State of Florida
Accepted a position other than teaching or the field of education:	
G	within the same county
H	within another county in Florida
I	outside the State of Florida
Not applicable	
Y	Teacher declines to disclose future plans.
Z	Teacher has not accepted employment elsewhere