



**COAST UNIFIED SCHOOL DISTRICT**  
 1350 Main Street • Cambria, California 93428  
 Tel 805-927-3880 • Fax 805-927-7105  
 Chris Adams, Superintendent

**NOTICE OF RESIGNATION/REQUEST FOR RELEASE OF CONTRACT**

Certificated     
  Classified     
  Management

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

SSN: \_\_\_\_\_ Site: \_\_\_\_\_ Dept: \_\_\_\_\_

I, \_\_\_\_\_ give this written notice that I am voluntarily resigning/requesting a release from my employment.

My last day of work (and resignation date) if approved by my supervisor will be \_\_\_\_\_.

Please send my W-2 to the following address \_\_\_\_\_

\_\_\_\_\_

The reason for my resignation is: (use back of form if additional space is needed) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

We would appreciate learning about your reaction to some of your experiences gained during your employment at the Coast Unified School District. Your cooperation in answering the following questions in a forthright manner will allow us to evaluate our policies, procedures and program as we constantly try to improve the way we do business. Thank you for your assistance.

How would you rate the following at CUSD?	Excellent	Above Average	Average	Below Average	Poor
Immediate supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation within department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequacy of training received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rate of pay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for advancement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avenues of communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Benefit Plans provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explanation of job duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explanation of pay plan/benefits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explanation of regulations and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What did you like best about your job? \_\_\_\_\_

What did you like least about your job? \_\_\_\_\_

Which CUSD policies, procedures need improvement? \_\_\_\_\_

How would you improve them? \_\_\_\_\_

Employee's Signature: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_