

# New Richland-Hartland-Ellendale-Geneva Public Schools

Independent School District No. 2168



## District Office

306 Ash Avenue South  
New Richland, MN 56072  
(507)465-3206  
Fax (507)465-8633  
Michael Meihak, Superintendent

## Secondary School

306 Ash Avenue South  
New Richland, MN 56072  
(507)465-3205  
Fax (507)465-8633  
David Bunn, Principal

## Elementary School

600 School Street  
Ellendale, MN 56026  
(507)684-3181  
Fax (507)684-2108  
Craig Kopetzki, Principal

*Empowering students with knowledge and skills to succeed*

## Teacher Salary Schedule Lane Change Approval Notice

Step 3 of 3. To be filled out and signed by the teacher and submitted to the Superintendent.

Teacher Name \_\_\_\_\_

Date Last Course Completed Qualifying for Lane Change \_\_\_\_\_

Course \_\_\_\_\_ Credits \_\_\_\_\_

Total credits accumulated qualifying for lane change \_\_\_\_\_ (attached copy of your final transcript)

University / College \_\_\_\_\_

Teacher signature \_\_\_\_\_

\*\*\*\*\*To be completed by the District Office\*\*\*\*\*

Current Lane

**BA BA+10 BA+20 BA+30 MA MA+10 MA+20 MA+30**

New Lane

**BA BA+10 BA+20 BA+30 MA MA+10 MA+20 MA+30**

\_\_\_\_ Approved \_\_\_\_ Not Approved – Reason: \_\_\_\_\_

Payroll Date of Lane Change \_\_\_\_\_

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

\_\_\_\_\_  
Date

C: Teacher's Personnel File  
Administrative Assistant to Superintendent  
Payroll Manager  
Supervising Principal