

**HOLLISTON PUBLIC SCHOOLS  
HOLLISTON, MA 01746**

**PERSONNEL RECORD – SCHOOL YEAR 2011-2012**

This sheet is to be completed by ALL school personnel and returned through your Building Principal to Robin Tusino at Central Office NO LATER THAN TUESDAY, September 4th.

Cafeteria personnel please return sheets through Holly Everett; Extended Day personnel through Carol White; Bus Drivers through Pat Weston; Maintenance personnel to Robin Tusino.

Information on this sheet is needed for the 2012-2013 School Directory.

**The Personnel Directory is distributed to District and Building Administration Offices only.  
All information on the Personnel Directory is most important and is confidential.**

NAME: (Dr.) (Mr.) (Mrs.) (Miss) (Ms.) \_\_\_\_\_  
Please Print

HOME ADDRESS: \_\_\_\_\_  
Street and Number  
\_\_\_\_\_  
City/Town and Zip Code

HOME PHONE: \_\_\_\_\_  
Area Code + Phone Number                      Cell Phone (Optional)

BUILDING ASSIGNMENT: \_\_\_\_\_ POSITION: \_\_\_\_\_  
SUBJECT: \_\_\_\_\_

**PERSON TO BE CONTACTED IN CASE OF EMERGENCY:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: HOME: \_\_\_\_\_ CELL: \_\_\_\_\_  
Area Code + Number                      Optional

WORK: \_\_\_\_\_  
Area Code + Number