

# **I have teachers appearing on my list of teachers in the scheduling system that are no longer working in my school. How do I remove them from this list?**

Teachers must have an end date in their career record for your school, in iStaff Biographical. If they have left the district, then they also will need to have a status of Exited set on their iStaff Biographical Profile screen.

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<http://www.imgsoftware.com/kb/entry/340/>