

August 21, 2024

Mrs. Susan Swartz
Superintendent
900 Preddice way
Scotia, NY 12302

Dear Mrs. Swartz,

Please accept this letter as notification of my resignation for retirement as a teaching assistant from Scotia-Glenville CSD effective August 31, 2024. I will continue to utilize the district's health insurance plan and dental insurance plan in retirement.

It has been a pleasure to be part of the Scotia-Glenville Tartan community throughout my 20-year tenure.

Sincerely,

A handwritten signature in cursive script that reads "Judith Burbank". The signature is written in black ink and is positioned above the printed name.

Judith Burbank