

January 4, 2025

Susan M. Swartz

Superintendent of Schools

900 Preddice Parkway

Scotia NY 12302

Dear Mrs. Swartz,

Please accept my intent to retire as a special education teacher in the Scotia-Glenville School District, effective June 30, 2025. In retirement, I wish to continue enrollment in the district (family) health and dental insurance. This notice indicates my intent to retire on June 30, 2025 and receive in my designated tax-deferred account, the negotiated retirement benefit based upon the number of accumulated unused sick leave days and years of service as a teacher in Scotia Glenville School District.

Sincerely,

A handwritten signature in cursive script that reads "Lisa A Coppola".

Lisa A Coppola

Special Education Teacher

Lincoln Elementary School