

Louise S. Gundrum

1470 Wyoming Avenue
Schenectady, NY 12308
518-312-8646

December 12, 2024

Scotia-Glenville Central School
1 Preddice Parkway
Scotia, NY 12302
Attn: Catie Magill

Dear Catie,

First let me thank you for the wonderful opportunity I have had here at Scotia.

I am very sad to say I must resign my position as a TA effective June 30, 2025.

I will be able to return in January of 2026, as a substitute and will contact you and human resources at that point.

Sincerely,



Louise S. Gundrum