{Submission Date}

Mr. Mark Kruzynski

1 Mustang Drive

Medina, NY 14103

Dear Superintendent Mark Kruzynski:

I would like to notify you and the Medina Board of Education of my intention to retire from my teaching position in the Medina Central School District, effective June 30, 2020.

I will be eligible to receive the contractual early retirement incentive (as detailed in Article XVII Part A, Section E. 1. of the Agreement between the Medina Central School District and Medina Teachers’ Association, dated July 1, 2019 – June 30, 2024) of 55% of Step 1 under Teacher Salaries of Article XVII, Part A, with the district paying 95% of my health insurance premium for as long as my accumulated sick days permit, again as part of the aforementioned contractual early retirement incentive. However, should the state offer a retirement incentive, and Medina elects to participate, I would like the option to select whichever incentive I feel is most beneficial to me.

{Write your personal reflection here}

Respectfully,