

September 1, 2015

Mr. May,

This is my formal notification that I am resigning from my position as Industrial Arts instructor at Andale High School, USD 267, effective at the end of the 2015-16 school year. I will not be returning for the 2016-17 school year.

Signed,


Scott Starkey

Renwick USD 267
600 W. Rush
P.O. Box 68
Andale, KS 67001-0068



Phone (316)444-2165
Fax (316)445-2241
www.usd267.com

Date: 11/12/15

THOMAS BUCHANAN
(employee name)

ASS. GROUNDS KEEPER at DISTRICT WIDE
(job title) (school name)

was terminated, effective 11/12/15
(last day to work)

Thomas Buchanan
Signature

12/13/15

To: Sheldon Xenos & Tim Hopper
Re: Notice of Resignation

Gentlemen,

Please consider this my official letter of resignation from St. Marks School. I will be ending my service to the district by working my last shift on Thursday evening, Feb 18th 2016. It is my hope that by giving as early notice as possible that this will allow ample time to find my replacement. I would like to extend appreciation to the district for employing me these past few years. I would also like to personally thank Sheldon for the scope of knowledge & experience that he has shared with me since we began working together. I feel that because of the training he has provided, I will benefit from these acquired skills in future ventures, so I do appreciate his guidance.

Respectfully,
Michael Simon