

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: August 26, 2004

SUBJECT: Guidance Secretary Resignation

CATEGORY: Operations: Policy: Information: Personnel: X

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

DESCRIPTION:

Valerie Burek, Guidance Secretary has expressed his desire to resign effective August 16th, 2004

RECOMMENDATION:

Motion to accept the resignation of Valerie Burek, S-2 Secretary, effective August 16th, 2004.

Valerie S. Burek
6350 RT 6
Union City, PA 16438
August 13, 2004

Neil Donovan
Principal
Erie County Technical School
8500 Oliver Road
Erie, PA 16509

Dear Mr. Donovan:

My tenure at Erie County Technical School has been one of the most enjoyable and rewarding periods of my career. I regret having to make a difficult decision.

With my desires for professional development, I have felt compelled to explore outside job opportunities. As a result, I've recently accepted another position with Lord Corporation. Effective August 16, 2004, I will be resigning from Erie County Technical School.

I have grown both professionally and personally through my time at ECTS and have come to regard my associates as a second family. I will truly be sorry to go.

I hope you can understand my decision to leave. I wish everyone at ECTS good luck and continued success.

Respectfully,

A handwritten signature in cursive script, reading "Valerie S. Burek". The signature is fluid and elegant, with the first and last names being more prominent than the middle initial.

Valerie S. Burek
Guidance Secretary