

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: August 24, 2006

SUBJECT: RCTC Secretary Resignation

CATEGORY: Operations: Policy: Information: Personnel: **X**

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

DESCRIPTION:

Carrie Britton, (S-3) RCTC Secretary has expressed her desire to resign effective August 14th, 2006.

RECOMMENDATION:

Motion to accept the resignation of Carrie Britton,(S-3) RCTC Secretary, effective August 14th, 2006.

August 7, 2006

Regional Career & Technical Center
ATTN: Mary Ellen Camp
8500 Oliver Road
Erie, Pennsylvania 16509

Mary Ellen,

This letter is to serve as notification of my resignation from the Regional Career & Technical Center as of the date of this letter. I will not be able to return for the first term session of the adult evening classes. Over the six week break I found employment elsewhere and my new schedule doesn't permit me to work both positions as I have in the past.

I would like to thank you for the opportunity to work with both you and Susan, it was a wonderful experience.

Sincerely,

A handwritten signature in cursive script that reads "Carrie Britton".

Carrie Britton