

October 10, 2011

Aldo R. Jackson, Ph.D.
Director
Erie County Technical School
8500 Oliver Road
Erie, PA. 16509

Please accept my retirement as Facilities Manager as of February 19, 2013 and to use the retirement compensation benefit as described in the Administrative Staff Benefit and Compensation Plan.

Please process; upon retirement, the Retirement Compensation Benefit payment per the Administrative Staff Benefit and Compensation Plan that is in effect for 2012-2013. I also elect to purchase continuing coverage of the available group medical and life insurance benefits.

I would like to thank you for the twelve plus years that I have had to serve Erie County Technical School since August 1999 as a Teacher and Facilities Manager. It has been a great pleasure to work for our schools from 1977 to now.

Sincerely,



Steven C. Sceiford
Facilities Manager
Erie County Technical School

cc: Joint Operating Committee