

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: October 24, 2013

SUBJECT: Resignation

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

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

DESCRIPTION:

Susan Tatalone, S-2, has expressed her desire to resign her position effective on or before November 15, 2013. (see attached letter).

RECOMMENDATION:

Motion to accept the resignation of Susan Tatalone effective on or before November 15, 2013.

October 23, 2013

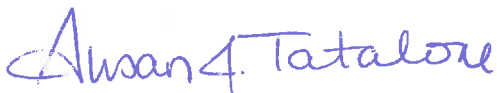
Natalie Fatica, CHQR
Erie County Technical School
8500 Oliver Rd.
Erie, PA 16509

Natalie,

I am writing to formally notify you that I am resigning from my position as Financial and Administrative Assistant with Erie County Technical School. My last day of employment will be on or before Friday, November 15, 2013, contingent upon the training of a replacement.

I appreciate the opportunities for growth and learning that I have had at Erie County Technical School. I especially appreciate the mentoring and professional guidance that I received from Natalie Fatica and Marcia Jones as well as former Business Manager Paul Fritz and former RCTC Director Mary Ellen Camp. I am indebted to each member of the faculty, staff and administration of Erie County Technical School.

Thank you!

A handwritten signature in blue ink that reads "Susan J. Tatalone". The signature is written in a cursive style with a large initial 'S'.

Susan J. Tatalone