

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: June 28, 2018

SUBJECT: Resignation- Mark Helms

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

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

DESCRIPTION:

Mark Helms, part-time Custodian, has expressed his desire to resign effective July 10, 2018. (see attached letter)

RECOMMENDATION:

Motion to accept the resignation request of Mark Helms effective July 10th 2018.

To Whom It May Concern,

as of 6/26/18 I Mark Helms
will be putting my two weeks I so
as on July 10th It will be last
day. I will work hard for these
two weeks and I will not slack at
all thank you for the opportunity
that you have given me

Mark J Helms