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MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee
FROM: Dr. Mary Pfeiffer, District Administrator 
DATE: January 9, 2013
RE: **Resignation of Staff Member**

Attached is a letter of resignation from the following staff member:

Dawn Schneidewend, Kindergarten Teacher, Coolidge

It is my recommendation that the above named resignation and request for Other Post Employment Benefits (OPEB) effective July 1, 2013, be approved with Ms. Schneidewend's last working day on June 6, 2013.

smf