

December 3, 2018

To Whom It May Concern,

This is my notice that I plan to retire from my custodial position in 2019. My last day of work will be February 28, 2019.

Thank you for the opportunity to work for the Verndale School District. I have very much enjoyed my years here.

Sincerely,

A handwritten signature in cursive script that reads "Mark A. Callahan".

Mark A. Callahan