

Leave of Absence

Jennifer Duane <jduane1@sgcsd.net>

Wed 4/12/2023 8:58 AM

To: Jill Busman <JBusman@sgcsd.net>

April 12, 2023

Good Morning,

This letter is to inform you that effective close of business on July 28th, I am requesting a leave of absence from my current position as Executive Secretary Level I. This is due in fact that I am accepting the position of Executive Secretary II. Please advise if any additional information is needed.

Thank you,

Jennifer Duane