

**Scotia - Glenville**

Middle School • 10 Prestige Parkway



**Central Schools**

Scotia, New York 12302

Robert J. Cosmer, *Principal*

Anthony J. Peconie, *Assistant Principal*

Telephone: (518) 347-3600 EXT. 51100

To: Superintendent Susan Swartz

900 Preddice Parkway

Scotia, NY 12302

June 27, 2023

Dear Ms. Swartz:

I regret to inform you that I will not be returning to Scotia-Glenville CSD for the 2023-2024 academic year. Please accept this letter as notice of my formal resignation from my position at Scotia-Glenville Middle School as part-time school social worker effective June 30, 2023, my official last day. As I look back on my three years in the district, I am left with profound gratitude for the opportunity to be here. I have encountered exponential personal and professional growth since beginning this position, and it has been an invaluable experience. I will remember my time at the middle school fondly, and I do hope to maintain positive connections with you and the district moving forward in my career.

Thank you for allowing me the privilege of working in this district. I appreciate your time and attention to this letter, and wish everyone here success, happiness, and peace.

Best,

A handwritten signature in black ink, appearing to read "R. Penk", with a long horizontal flourish extending to the right.

Rachael L. Penk., LCSW, MA

c/c:

Robert Cosmer, Building Principal

Catie Magil, PPS Director