

Susan Lorey  
197 Parkland Ave  
Glenville, NY 12302

Mrs. Susan Swartz  
Superintendent of Schools  
Scotia-Glenville Central School District  
900 Preddice Parkway  
Scotia, NY 12302

August 30, 2023

Dear Mrs. Swartz,

Please accept this letter as my formal resignation from my Teacher's Aide position at Glen-Worden Elementary School. I am resigning to accept a Teacher's Assistant position within the district. I would like this resignation to be effective immediately.

Thank You,  
Susan Lorey