

Susan M. Saburro
138 Benjamin St., Schenectady, NY 12303

September 14, 2023

Susan M. Swartz
Superintendent
Scotia Glenville Central School District
900 Preddice Parkway
Scotia, NY 12302

Dear Mrs. Swartz:

I am writing to notify you of my upcoming retirement. My last day at Lincoln Elementary School will be November 10, 2023, which is actually a holiday. I plan to remain on district health and dental insurance in retirement.

I am excited about my impending retirement but I have genuinely enjoyed my employment for the last 21 years. It was a pleasure to be part of the Scotia Glenville community for so many years.

I wish you all the best in the years to come.

Sincerely:



Susan M. Saburro

Cc: John Geniti, Bobbie DeLong