

Nikkie Morgenstern

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Robert Cosmer
10 Prestige Parkway
Scotia, NY 12302

Dear Bob,

After much consideration, please accept this letter as my formal resignation from the position of Executive Secretary I at the Middle School here in the Scotia Glenville School District. My final date of employment will be Friday March 7th, 2025. I am truly grateful for the opportunity to have been part of the SGCSD community and I have appreciated working with the students, staff members and families.

I am committed to making the transition as smooth as possible and am happy to assist with any preparations or training necessary to ensure continuity. Please let me know how I can help during this time. Thank you again for the opportunity to be a part of this school district.

All the best,

Nikkie Morgenstern