

May 1, 2020

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Union School  
Lakeview, Oregon

Lake County School District # 7  
1341 South 1st street  
Lakeview, Oregon 97630

To whom it may concern:

This letter is to officially request a move from a full time position at Union school to a half time position job share with Sandi Lysne. This half time job share would be for the kindergarten, first, and second grade classroom at Union for the 2020-2021 school year. The job share schedule would reflect a two day/three day rotation. For example Sandi would work Monday and Tuesday and I would finish the week working Wednesday, Thursday, and Friday. The following week we would rotate the days.

I look forward to continuing to teach and work at Union Elementary school. Please feel free to contact myself and or Sandi with any questions.

Thank you,

Delaine M. Vickerman