

4/16/2024

WEM Public Schools
500 East Paquin Street
Waterville, MN 56096

Mr. Regan, Mrs. Bastian & WEM School Board Members:

I am expecting the birth of my child with an anticipated due date of May 9, 2024. I will provide a doctor's if needed. Please let me know.

I am requesting a leave, based on the Family Medical Leave Act, that would begin on the date of April 29, 2024 and last through May 30, 2024 (the end of the 2023-2024 school year).

Thank you for your consideration of this leave request.

Sincerely,

Kortney McKenna

Kortney McKenna
Elementary Special Education Paraprofessional