

January 11, 2025

Dear Keevin,

Please accept this letter as my official notification of my intent to retire at the end of the 2024-2025 school year. I have already filed my paperwork with the State of Michigan and my application is in process.

I send this letter at this time because I believe I qualify for the district retirement incentive.

I am very appreciative of my 23 years at Vicksburg Community Schools. The relationships I have developed with my students and co-workers have been life changing and I will carry those memories with me for the rest of my life.

Sincerely,

Kentis Phelps