

August 26, 2019

Mr. James Burns
Human Resources Coordinator
Derby Public Schools

Dear Mr. Burns,

This is to officially notify you of my intention to retire from the Derby Public School system effective January 1, 2020. My last day of employment will be December 31, 2019. Kindly provide me with an Estimated Pension Benefit Calculation based on my date of hire (November 16, 1995) and my actual retirement date January 1, 2020. Additionally, as an employee who will retire with a City of Derby Pension with 24 years of service, please provide me with retiree medical benefit information for myself and my spouse, to be effective upon reaching the age of 65.

I look forward to receiving the Pension Benefit Calculation as well as information on the City of Derby retiree medical plan as soon as possible.

Thank you,

Francie Mengold, RN
School Nurse
Bradley School