

Clio Area Schools

BOARD OF TRUSTEES

Date: December 6, 2011 Recommended By: Dr. James Tenbusch

Subject: Retirement of Secretary Related Page(s) Attached

Action

BACKGROUND INFORMATION:

Valaire has been an employee with Clio Schools since November 1998 and has been secretary in the Career Resource Center since December 2005.

RECOMMENDATION:

BE IT RESOLVED, that the Clio Area Schools Board of Education accept a written letter of retirement from **Valaire Worthing** from her position as secretary with the Clio Area School District, effective December 1, 2011.

BOARD ACTION REQUIRED

Motion by _____ supported by _____ that the resolution be adopted.

Nordstrom _____ Swartwood _____ Ranville _____

Drayton _____ Myers _____ Dipzinski _____ Hatter _____