

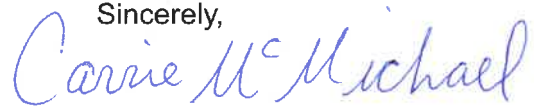
November 7, 2023

Dear Mr. Britton and Dr. Singh,

I would like to officially notify you of my intent to retire, effective March 1st, 2024. My paperwork has been submitted to S.E.R.S. I would also like to request any severance due.

I truly enjoyed working at Bucyrus City Schools for the past 30 years. I have worked with some amazing teachers, staff and students. Through my job I have made many lifelong friendships. Thank You for the opportunity. I am looking forward to the next phase of my life.

Sincerely,

A handwritten signature in blue ink that reads "Carrie McMichael". The signature is written in a cursive style with a large initial "C" and "M".

Carrie McMichael