



Minooka CCSD 201  
Human Resources  
Dr. Sarah Massey, Director of Human Resources  
305 W. Church Street  
Minooka, Illinois 60447

## Letter of Intent to Retire from Minooka CCSD 201 (MEEA)

To : Dr. Sarah Massey, Director of Human Resources  
Mrs. Rachel Kinder, Superintendent  
Board of Education, Minooka CCSD 201

Please accept this letter as a notice of intent to retire at the end of the \_\_\_\_\_ school Year and request the pre and post-retirement incentives offered in our current collective bargaining agreement under Article VIII, Section M – N for which I am eligible. Per Section L of the Article, I understand that this letter is irrevocable.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Cc: Personnel File  
Business Office