

Pota Stavrou
2 Tudor Place
Randolph, NJ 07869

March 14, 2015

Mrs. Gail Calderone
Transportation Supervisor
Township of Union Public Schools
2369 Morris Avenue
Union, NJ 07083

2015 MAR 16 AM 8 14
BUSINESS OFFICE
TWPOF UNION BOE

RE: Notification of Resignation due to Retirement

Dear Mrs. Calderone:

Please allow this letter to serve as my official notice of resignation due to my retirement. My final day of employment with the transportation department of the township of Union public school will be as of the last day of the school year.

It has been an honor and privilege to work for this great township and its public schools. I greatly appreciate the opportunities which you all have afforded me and hope the best for you all.

I am looking forward to my future post-retirement and can't wait to enjoy life and experience all it has to offer to its fullest.

Thanks very much for everything. I will miss everyone very much and wish you all the best. If you wish to contact me for any reason in the future, please do so at the number listed below.

Sincerely,



Pota Stavrou
(908) 489-2937

2015 MAR 30 AM 9 36

HUMAN RESOURCES OFFICE
TOP OF UNION BOE

1102 Timber Oaks Rd.
Edison, NJ 08820
March 12, 2015

Dear Mr. Tatum:

This letter is to notify you of my intention to retire from my position as Librarian at Burnet Middle School. My retirement will be effective as of July 1, 2015. Thank you for giving me this opportunity for the last eleven years.

Sincerely,

Linda Bykowski

March 26, 2015

Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

Dear Mr. Tatum,

I am writing this letter to inform you that as of June 30, 2015, I will be resigning from my position as an elementary teacher in the Township of Union school district. I have been on child rearing leave for the past 2 years and I have decided to continue to stay home with my children full time. It has been an honor and a pleasure working for this district for 8 years.

Regards,



Jamie Raczynski

2015 MAR 30 PM 1 17
HUMAN RESOURCES OFFICE
TWP OF UNION BOE

cc: Donna Carlin

Cynthia D. Scobee
335 Rolling Knolls Rd.
Scotch Plains, NJ 07076

2015 MAR 30 PM 1 31

HUMAN RESOURCES OFFICE
TWP OF UNION BOE

March 29, 2015

Dr. Gregory Tatum
Superintendent
Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

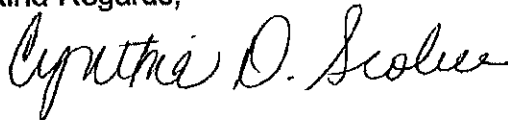
Dear Superintendent Tatum:

Please accept this letter as written notice of my resignation effective the last day of the 2014-2015 school year.

It has been a pleasure working at Franklin Elementary School for the last five years. The experiences I have gained have expanded my skill set as an educator and should prove beneficial as I continue to pursue teaching opportunities consistent with my career objectives. One of the most rewarding aspects of working at Franklin has been the collaborative spirit that exists with my third grade colleagues. This team-oriented approach to teaching will be one of the things I will miss most, but I am hopeful that I can foster that same spirit elsewhere.

Once again, thank you for the opportunity to work in the Township of Union School District.

Kind Regards,



Cynthia D. Scobee

cc: Mr. Corey Lowery
Mr. Bob Ghiretti
Ms. Terri Matthews
Human Resources

Esposito, Elizabeth

From: Weber, Thomas
Sent: Monday, March 16, 2015 12:37 PM
To: Esposito, Elizabeth
Subject: FW: Resignation

From: Weber, Thomas
Sent: Thursday, March 12, 2015 10:22 AM
To: Wozniak, Donna
Cc: Benaquista, Gerald; Conti, Kim
Subject: Resignation

Hello,

I received official approval this morning of a teaching position I was offered in another district. I am writing this notice to submit my official resignation effective immediately (understanding the contractual days notice) from my position as a full-time teaching assistant currently at Battle Hill. I also wanted to thank everyone for the last three years I've been employed in Union. If not for a necessary career move, I would still like to be working within this great district.

Thank you,

Thomas Weber

March 16, 2015

Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

Dear Mr. Tatum,

I am writing to inform you of my pregnancy with an anticipated date of delivery via C- Section on May 18, 2015.

I am planning to use my accumulated sick leave and personal days for disability purposes commencing on May 18, 2015. I have 21 such days available, which should carry me through June 16, 2015. I am then planning to use the Family Medical Leave Act (FMLA) for disability purposes until the end of the school year.

I understand that during the FMLA/NJFLA that all medical benefits will continue to be provided to me. I also intend to apply for New Jersey Family Leave Insurance Act (NJFLIA) which runs concurrent with NJFLA and will provide me with partial pay for up to six weeks.

It is my intention to return to work commencing the beginning of the 2015-16 school year in September, 2015.

Sincerely Yours,

Heather Lawler

Heather Lawler, MS, CCC-SLP
Speech Language Pathologist
Washington Elementary School
Hannah Caldwell Elementary School

CC: Mrs. Kim Conti
Mr. Gerald Benaquista
Mrs. Julia Vicidomini
Mrs. Pat Ditri
Mr. Mark Hoyt
Mrs. Kathryn DiGiovanni

2015 MAR 17 PM 8 56
HUMAN RESOURCES OFFICE
TWP OF UNION BOE

Cynthia Carhart
2536 Smith Street
Scotch Plains, NJ 07076
908-265-6398 ccarhart@twpunionschools.org

March 25, 2015

Mr. Gregory Tatum
Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

Dear Mr. Tatum,

I am a third grade teacher at Connecticut Farms School. I am expecting my first child on or around June 15, 2015. I would like to request a maternity leave from May 18, 2015 through June 23, 2015 (the end of the year). With your approval, I would like to use 20 of my sick days before the birth of my baby. I will also be using 6 sick days after the birth of my baby to finish out the school year. Following the use of my sick days, I will be applying for NJ Family Leave Act from September 2, 2015 until October 12, 2015. I will be returning on October 13, 2015

Thank you for your consideration. I look forward to hearing from you!

Sincerely,



Cynthia Carhart

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HUMAN RESOURCES OFFICE
TWP OF UNION BOE

2015 MAR 30 PM 1 17

HUMAN RESOURCES OFFICE
TWP OF UNION BOE

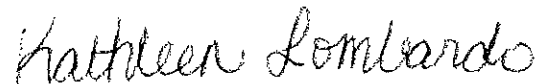
March 23, 2015

Dear Mr. Tatum,

This letter is to notify you that I am pregnant and wish to take maternity leave during the 2014-2015 school year. I anticipate beginning my maternity leave on June 4th, which is 20 work days prior to my child's expected arrival on July 2, 2015. This calculates to 14 school days due to the fact that our last day is June 23rd.

I DO plan to come back on September 2nd for the 2015-2016 school year. If anything changes after my son is born, I will send you a new letter early in August.

Sincerely,



Kathleen Lombardo

cc: Gerry Benaquista

Jenna Niotis
28 Ascot Way
Clark, NJ 07066

2015 MAR 25 PM 3 58

908-419-4596 jniotis@twpunionschools.org

HUMAN RESOURCES OFFICE
TWP OF UNION BOE

March 25, 2015

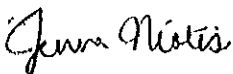
Mr. Gregory Tatum
Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

Dear Mr. Tatum,

I am a second grade teacher at Connecticut Farms School. I am expecting my first child on or around June 7, 2015. I would like to request a maternity leave from May 11, 2015 through June 23, 2015 (the end of the school year). With your approval, I would like to use 20 of my sick days before the birth of my baby. I will also be using 12 sick days after the birth of my baby to finish out the school year. Following the use of my sick days, I will be applying for NJ Family Leave Act from September 2, 2015 until October 12, 2015. I will be returning on October 13, 2015.

Thank you for your consideration. I look forward to hearing from you!

Sincerely,



Jenna Niotis

415 Sylvania Avenue
Avon By the Sea, New Jersey
March 20, 2015

2015 MAR 23 AM 9 09
HUMAN RESOURCES OFFICE
TWP OF UNION BOE

Mr. Gregory Tatum
Superintendent
Union Township Board of Education
2369 Morris Avenue
Union, New Jersey 07083

Sent via Fax
Attention Mr. Benaquista, Human Resources

(908) 851-6373

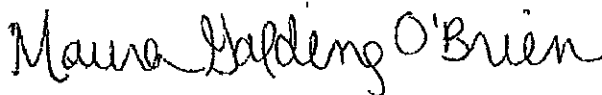
Dear Mr. Tatum:

Attached please find correspondence from Dr. Giovanni Ramundo confirming that I remain under medical care. My next appointment is scheduled for April 27th, 2015. As a result, please extend my unpaid medical leave pending further evaluation.

If you need anything further, please do not hesitate to contact me.

Thank you.

Sincerely,



Maura Golding O'Brien

-----Original Message-----

From: Karen [<mailto:kfrano@gmail.com>]

Sent: Friday, March 27, 2015 3:00 PM

To: Vieira, Manny

Subject: Extending Medical Leave

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Do to the fact that my recovery from my foot surgery is taking longer than anticipated,I need to extend my sick leave one more week from my original return date. Therefore, I will be returning to work on Monday, April 13, 2015 and will provide a medical release from my doctor at that time.

Thank you.

Karen Polinger

March 26th 2015

Township of Union Board of Education
2369 Morris Avenue
Union, NJ 07083

Resigned
4/1/15

Dear Mr. Tatum,

I am writing this letter to inform you of my resignation from my position within the district. The reason I am resigning from my position is for the purpose of child rearing. My first maternity leave began on April 7th 2013 with intent to return on March 17th 2014. I then requested an extension from March 17th 2014 until June 30th 2015. However, I am currently expecting another baby and will not be able to return in September of 2015.

It was a pleasure working for the Township of Union School District for five years. During my time within the district, I taught as a second grade inclusive teacher. I had the opportunity to work with many talented staff members and to learn through enriching staff development programs. These experiences truly richened my teaching pedagogies.

If you have any questions regarding my resignation, please contact me at (201) 874-1068. I appreciate your prompt and accurate response.

Regards,

Nicole Axentiou
Hannah Caldwell Elementary School
1 Ledgewood Drive
Cedar Grove, NJ 07009

NO
Benefits

CC: Mr. Gerry Benquavista, Director of Human Resources
CC: Ms. Elizabeth Esposito, Administrative Assistant to the Director of Human Resources

Colleen M. Cannon
31 Lake Boulevard
Aberdeen, New Jersey 07747
(732) 670-5539
Colleen_Murray@mac.com

March 30, 2015

Via E-Mail & First-Class Mail

Mr. Gregory A. Tatum, Superintendent
Union Township School District
Administration Office
2369 Morris Avenue
Union, New Jersey 07083

Re: Colleen Cannon – Maternity Leave

Dear Superintendent Tatum:

I write to request maternity leave from my position with the Union Township Board of Education. I am 32 weeks pregnant and my due date is May 14, 2015. My last day reporting to work would be May 1, 2015. Thereafter, I will utilize all of my 16 accrued sick days, which will be exhausted on May 26, 2015.

I will return to my position on the first work day of school year 2016-2017.

Further, I hereby request my entitlement to three months of unpaid leave under the FMLA through the end of this school year.

Kindly advise as to: (1) whether and/or when my health benefits expire; (2) the amount of the health insurance premiums for which I am responsible, if any; and (3) whether I have the option of extending any expired health benefits under COBRA or any other similar law or program.

Please contact me if you have any questions or need further information.

Sincerely,



Colleen M. Cannon
Art Teacher
Battle Hill & Livingston Elementary Schools

cc:

Ron Rago, Art Department Supervisor (via E-Mail & First-Class Mail)
Michelle Osborne-Warren, Principal – Battle Hill Elementary School (via E-Mail & First-Class Mail)
Thomas Tsirikos, Principal – Livingston Elementary School (via E-Mail & First-Class Mail)
Kimberly Gentilcore, Human Resources Manager (via E-Mail & First-Class Mail)

Township of Union Public Schools
Board of Education
2369 Morris Avenue
Union, New Jersey 07083

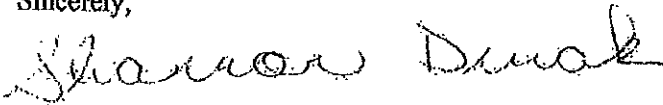
March 25, 2015

Dear Mr. Tatum:

I am writing this letter to inform you that I will be returning to work from my maternity/family leave on September 2, 2015. In my previous letter to you dated December 15, 2014 I stated that I planned on returning to work on June 1, 2015.

If you have any questions regarding my request please feel free to contact me at 908-686-8007. I appreciate your response to my request.

Sincerely,



Mrs. Shannon Durak
Physical Education and Health Teacher at Burnet Middle School
218 Longview Road
Union, New Jersey 07083

2015 MAR 30 PM 3 54
HUMAN RESOURCES OFFICE
TWP OF UNION BOE

3/30/15

To: Mr. Tatum

To whom it may concern
my name is Georgia Bethen.
I am sick and asking for
a sick leave starting 2/19/15
without pay. My school is
Franklin.

Thanks
Georgia Bethen

Joan Carroll
461 Thoreau Terrace
Union, NJ 07083

April 9, 2015

Mr. Gregory Tatum
Superintendent of Schools
Township of Union School District
2369 Morris Ave.
Union, NJ 07083

Dear Mr. Tatum,

My name is Joan Carroll and I am currently a special education ICR teacher at Battle Hill School. I am writing to request a leave of absence. I will be absent beginning May 6th. The Dr. said that the recovery could take 4-6 weeks, which would make my return date around June 17th. I will return to work earlier than that date if the doctor clears me medically. This is a medical leave of absence. I plan to use my accrued sick days for this. Thank you for your consideration.

Sincerely,

Joan Carroll

2015 APR 13 PM 11 37
HUMAN RESOURCES OFFICE
TOP OF UNION BOE

2015 APR 14 AM 7 11
BUSINESS OFFICE
TWPOF UNION BOE

64 Genesee Trail
Westfield, N.J. 07090
April 14, 2015

Mr. Gregory Tatum
Superintendent of Schools
Township of Union Board of Education
2369 Morris Avenue
Union, N.J. 07083

Dear Mr. Tatum:

Please be advised that this letter will serve to inform the district of my intention to retire from my position as a Confidential Administrative Assistant in the Payroll Department effective September 1, 2015.

I am grateful to have worked for the district for the past 27+ years, but the time has come to move on to the next chapter in my life.

It has been a very memorable experience to say the least.

Sincerely,



Karen Polinger

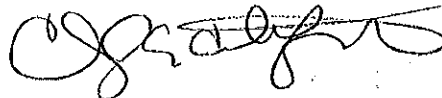
/kjp

cc. G. Benaquista, Director of Human Services
M. Vieira, Business Administrator

April 2, 2015

To Whom It May Concern:

My name is Cheryl Crutchfield. I am a busaide for Union Board of Education. I am writing this letter to request a medical leave of absence. I have been out since September 2014 under going treatment, My hope to return is on May 4th 2014. Along with this letter I'm writing I will be forwarding an official letter from my doctors. If you need to contact me please feel free to reach me at 908-422-6910 or ccrutchfield36@yahoo.com

Thank you
Cheryl E. Crutchfield


2015 APR 13 PM 2 11

HUMAN RESOURCES OFFICE
TWP OF UNION BOE