

Cheryl Bartky, M.A., N.C.C.
17006 Via Perdido
San Lorenzo, CA 94580

August 16, 2004

Jeff Baker, Director
Tri-Cities One-Stop Career Center, Newark
35753 Cedar Boulevard
Newark, CA 94560

Dear Jeff,

I will be resigning from my position as assistant career center coordinator as of September 30, 2004. Since I will be using my remaining vacation time, my last day on-site will be Wednesday September 8th.

It is with a mixture of sadness and joy that I leave. Sadness at leaving a center that I have helped to grow and that has enriched my life for the past three and a half years. Joy at the opportunity to fully engage myself in my growing business.

Thank you for the opportunity to have contributed my energy and expertise to the growth and success of the Tri-Cities One-Stop Career Center, Newark and to Ohlone College. I wish you and the entire center staff continued success and growth.

Sincerely,

Cheryl Bartky

cc: Lyle Engeldinger, Executive Director,
Human Resources, Ohlone College