

March 27, 2006

Dear Mona,

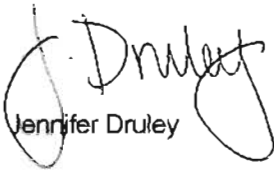
I hereby give you two weeks' notice of my intention to leave my position as Bookstore Assistant at Ohlone College Bookstore. My last day of employment with Ohlone College will be April 7, 2006.

I have decided that it is time to move on and I have accepted a position elsewhere. This was not an easy decision and took a lot of consideration. However, I am confident that my new role will help me to move towards some of the goals I have for my career.

Please be assured that I will do all I can to assist in the smooth transfer of my responsibilities before leaving.

I wish both you and the bookstore the best and would like to thank you for having me as part of your team.

Thank You,


Jennifer Druley