

February 6, 2006

Lyle Engeldinger
Director of Human Resources
Ohlone College

Re: Retirement

I have decided to retire from my position as Administrative Secretary in the Information Technology Department. My last working day will be Friday, March 31, 2006.

I have submitted retirement forms to CalPERS with a retirement date of April 1, 2006.

I understand that I will receive payment for vacation days credited to me that have not been used by March 31, 2006.

Please advise me if any further information or action is required or if other district staff must be notified of my intent.

A handwritten signature in black ink, appearing to read "Pat Maund". The signature is written in a cursive style with a large initial "P" and "M".

Pat Maund

cc: R Kindred
T Bush
J Villano