

Valerie D'Aguanno, Ed.D.  
Executive Director, Human Resources  
Nassau BOCES Administrative Center  
71 Clinton Road  
Garden City, NY 11530

Dear Dr. D'Aguanno:

Please accept my resignation as a \_\_\_\_\_ at  
*(Position)*

\_\_\_\_\_ effective close of day \_\_\_\_\_.  
*(School/Program)* *(Last day worked)*

**Please indicate the reason for resigning your position:**

- New Position in Nassau BOCES: New Position \_\_\_\_\_  
New Program \_\_\_\_\_
- Relocating  New Position Outside Nassau BOCES
- Retirement  Personal Reasons

\_\_\_\_\_  
Employee Name and ID # *(Print)*

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date