

## Administrative District No. 1

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TO: All MSAD #1 Personnel

FROM: Brian Carpenter, Superintendent of Schools *BMC*

DATE: January 9, 2018

RE: 2018 Retirements

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Please let the Central Office know if you are planning to retire in June 2018, so we will be better able to estimate the cost in our upcoming budget process.

**Please inform the Central Office no later than February 1, 2018.**