

September 17, 2012

Sandra Yeager  
PO Box 266  
Fishersville, VA 22939  
September 5, 2012

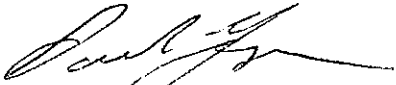
Ashby Kindler  
Principal  
Murray High School  
1200 Forest Street  
Charlottesville, VA 22903

Dear Ms. Kindler:

I am writing this letter to request using family medical leave and personal leave beginning January 7, 2013. In the near future, members of my family will be experiencing significant medical issues and life changing events that will require me to be absent from school for an extended period of time during the second semester of the 2012- 2013 school year. It is my opinion there will be fewer instructional disruptions and more consistent instruction for students if I do not return to my current position at the Enterprise Center after the winter break. I am eligible for full VRS retirement and I plan to make this my last year of teaching. Therefore, if this leave is granted, I intend to retire on July 1, 2013.

Your consideration regarding this request is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sandra Yeager', with a stylized flourish at the end.

Sandra Yeager  
Teacher/Enterprise Center