

# Board of Education Information

**To:** Board of Education

**From:** Matt Rich

**Date:** June 9, 2026

**Re:** Accept Retirement Letter - Sue Conrad

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## **Recommendation:**

It is the recommendation of the Superintendent to accept the letter of retirement for Sue Conrad as Building Secretary as of June 30, 2026.

## **Background Information:**

Sue Conrad has served Winfield School District for 13 years as the secretary at Winfield Central School. She has been the first individual to welcome new students and families into the district, a consistent voice for students, and a leader that has helped children learn and grow. Sue has been key to many operations including facilitating graduation ceremonies. We wish Sue well in this next step of her journey.