

To Whom It May Concern:

September 24, 2026

I am writing to formally request an unpaid leave of absence.

I am requesting an unpaid leave of absence for personal reasons beginning October 30, 2026 through October 29, 2027.

I understand that, under Article 23, an approved leave has a specified return date and that I must provide written notification of my intent to return by February 1, 2027. I intend to comply with that requirement.

Thank you for your consideration of my request.

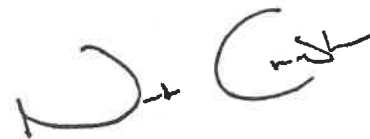
Sincerely,

Kim Navarre

A handwritten signature in cursive script that reads "Kim Navarre".

Paraeducator

Kenai Peninsula Borough School District

Handwritten initials or a signature, possibly "D. C." or "D. C. Smith", written in a cursive style.