



**Community Development Institute
HEAD START**

Serving Monroe County, MI
P.O. Box 668
15488 Eastwood Drive
Monroe, MI 48161
(734)240-3863 phone * fax (734) 265-5095

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APR 25 2013

WIA
WORKFORCE PROGRAMS

April 19, 2013

First Class Mail

Jerry Oley, Chairman
Monroe County Commissioner
125 E. Second Street
Monroe, MI 48161

Mayor Robert E. Clark
City of Monroe, MI
120 E. First Street
Monroe, MI 48161

Greg W. Stewart, Bedford Township
Supervisor
Bedford Township Government Center
8100 Jackman Rd, PO Box H
Temperance, MI 48182

Ron Lambrix, Village President
Village of Carleton
1230 Monroe Street
Carleton, MI 48117

Ronald Iott, Township Supervisor
Ida Township Hall
P.O. Box 239
3016 Lewis Avenue
Ida, MI 48140

Workforce Development Agency, State of
Michigan
Workforce Investment Act Section
Victor Office Center
201 N. Washington Sq., 5th Floor
Lansing, MI 48913

Re: Notification of Layoff

To: Mr. Oley, Mr. Clark, Mr. Stewart, Mr. Lambrix, Mr. Iott, and Workforce Development Agency,

As a result of the expected termination of its interim management services provided by Community Development Institute Head Start Serving Monroe County, MI, ("CDI HS") CDI HS plans to lay off 70 employees effective June 30, 2013 or within the fourteen (14) day period beginning on that date. These layoffs will occur at the following locations:

1. Bedford Head Start Center, 1135 Smith Road, Temperance, MI
2. Carleton Head Start Center, 1735 Ash Street, Carleton, MI
3. Ida Head Start Center, 7900 Ida Street, Ida, MI
4. Jefferson Head Start, 1960 Hurd Road, Monroe, MI
5. South Monroe Townsite Head Start, 15488 Eastwood St., Monroe, MI
6. Temperance Head Start, 9144 Lewis Avenue, Temperance, MI

This action is expected to be permanent and will affect the employees and classifications in the attached Exhibit A.

There are no bumping rights for affected employees. This announcement and the above timetable are based on the best information currently available to CDI HS. Various factors outside of CDI HS's control may affect these plans and the timing of employee separations, and you will be informed of any changes as additional information becomes available.

Further information about this layoff may be obtained from Chris Beck, Site Manager at (720) 248-2085, or at the following address: 103 Lindsay, P.O. Box 619, West Branch, MI 48661 or by email at cbeck@cditeam.org.

Sincerely,

A handwritten signature in cursive script that reads "Chris Beck". The signature is written in black ink and is positioned below the word "Sincerely,".

Chris Beck
Site Manager CDI HS Serving Monroe County, MI and on behalf of the CDI HS Board of Directors