



TOWN OF WEST SENECA

LAUREN J. MASSET
RECREATION SUPERVISOR

TOWN SUPERVISOR
GARY DICKSON
TOWN COUNCIL
WILLIAM HANLEY
WILLIAM BAUER
JOSEPH CANTAFIO
JEFFREY PIEKAREC

TO: Honorable Town Board / Town of West Seneca
FROM: Lauren J. Masset, Recreation Supervisor
DATE: October 18, 2021
RE: Lauren Masset, Recreation Supervisor – Parental Leave
TO: Honorable Town Board / Town of West Seneca (cc'd HR)

Per the Town of West Senecas "Parental Leave Policy – White Collar Employees"
(<http://www.westseneca.net/application/files/9115/7798/5200/TBM12.16.201903629320200102122351.pdf>)

I am requesting Parental Leave with an anticipated start date on or around January 19, 2022, with my anticipated return date being within 12 months, with the understanding that I will periodically update the Town Board and/or HR to my employment status and intent to return to work.