

Two-Week Notice



Pre-reading

Questions:

- What is a two-week notice?

Definitions:

- Clerk – a person who sells things at a store
- Apply – to make a request to do or get something
- Wise – able to make good choices; smart
- Notice – a statement that lets someone know you will be leaving or moving

Reading

16 Lea would like a new job. She has worked at a child care center for three
32 years. She knows there are clerk jobs open at the food store. She applies and gets
32 the job! She is happy.

37 Lea starts her new job in two weeks. She needs to tell her boss at the child
54 care center about her new job. She knows it is wise to give him a two-week notice.

72 Lea's boss thanks her for the notice. He wants to hire a new worker before
87 Lea leaves for her new job. Lea can help the new worker learn the job. Lea's boss
104 puts the child care job opening in the newspaper.

113 Lea leaves her old job on good terms. Her boss is **pleased** with Lea. He
128 wishes her well in her new job.

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Understanding

1. What is Lea's old job? _____

2. What is Lea's new job? _____

3. When does Lea start her new job? _____

4. What does Lea's boss do to hire a new worker? _____

5. What does the word **pleased** mean in this story? _____

Writing

Choice A: Retell the story in your own words.

Choice B: Write about giving your own two-week notice.
