

November 8, 2016

To Whom it May Concern:

I am writing to inform you that I will be resigning from my position as Title I Paraprofessional for USD 434. My last day will be Friday, December 16, 2016.

I want to thank you for the professional and personal development that this district has provided me for the last fifteen years. I have enjoyed working here and I will miss it greatly. Thank you for letting me be a part of USD 434.

Sincerely,

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

Marni Phillips