Thursday, April 3, 2025

Ms. Bush,

I am writing to inform you that I am resigning from my position as a Teaching Assistant, from Scotia-Glenville High School. My last day will be April 16, 2025. I have accepted a position at another school district, starting on April 21, 2025. Thank you for the opportunity to work for the Scotia-Glenville Central School District.

Sincerely, Katrina Francis