

July 28, 2014

Harvey School District 152
16001 S. Lincoln Ave.
Harvey, IL 60426

To Whom It May Concern:


I am writing to inform the school that I will be leaving my special education teaching position. But I wanted to state officially that my resignation is in no way to be perceived as my being unhappy or dissatisfied with the job, its responsibilities, or leadership of Harvey School District 152 or Carl Sandburg Elementary School.

I have enjoyed teaching at the school. It has been both a rewarding and memorable experience. I have always given students 100% of my knowledge and attention to help them to excel in their educations.

In this career, I have also learned much about myself. I realized that I made a great choice when I became a special education teacher and an even better choice when I accepted the position at this school.

With great dismay, I must give my resignation letter and with much respect, I have appreciated the opportunity that was given to me. Hopefully, I will be replaced by someone with the same passion for knowledge and teaching that I had.

Best regards,

A handwritten signature in black ink, appearing to read "Sara L. Kenny", with a long, sweeping flourish extending to the right.

Sara L. Kenny