

Celeste I. Romero
23070 Yamhill River Rd.
Willamina, OR 97396

March 20, 2014

Mr. Steve Sugg
Sheridan School District
435 South Bridge Street
Sheridan, OR 97378

Dear Mr. Sugg,

It is with regret that I inform you that I am resigning from my position as Secretary for Faulconer-Chapman School, effective May 30, 2014. My family will be relocating out of state, for academic reasons.

Thank you so much for three excellent years at your school. I have worked alongside some excellent colleagues, and have had so many opportunities to grow and develop in my career field. I have enjoyed my position here tremendously, and am sad to be leaving such a wonderful work environment. I will never forget my time at Faulconer-Chapman.

Please let me know if there is any way I can assist you during my remaining time here. Thank you for your understanding.

Sincerely,

A handwritten signature in black ink, appearing to be 'Celeste I. Romero', written over a horizontal line.

Celeste I. Romero