

**To:** Mr. Jimmy Cox, Superintendent of Schools, Waskom ISD  
Michael Allwhite, School Board President, Waskom ISD  
**From:** Jay Ratcliff, High School Principal, Waskom ISD  
**Date:** July 20, 2013  
**RE:** Resignation Letter

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At this time, I am submitting my letter of resignation from my current position of High School Principal. On Thursday evening, July 18, 2013, at approximately 10:45 PM, I was notified that I had been named lone finalist for the Superintendent position in the Martinsville ISD. This resignation is effective on the last day of July 2013.

During my time here at Waskom High School, I have been welcomed and made to feel at home. Waskom ISD has been good to me and my family, and we will deeply miss the people of this wonderful school district.

We have become a part of this community, serving in the First Baptist Church and staying involved with the Waskom youth sports association, in which my own children had the opportunity of participating.

This business is about relationships, and building ones that last. I am confident that we have built strong relationships while here in the Waskom ISD, and we will stay in touch with the many people that we grew to love here in Waskom, TX.

Please accept this letter of resignation, as we move on to Martinsville ISD, where I hope to have a positive impact on the lives of children.

Sincerely,

A handwritten signature in black ink, appearing to be 'JR', with a long horizontal line extending to the right.

Jay Ratcliff