

To whom it may concern,
Subject: Cross Country Coach Letter of Resignation
Date: 11/18 /2025

I write this letter as my official resignation from the varsity cross country head coaching position. I took on this position two seasons ago to fill a coaching vacancy and to ensure the program could continue on. I am grateful for the opportunity to try something new, work with student athletes, and expand my knowledge from a former athlete to a coach.

After reflection and thought about my own professional goals, I will be stepping down as the cross-country coach. I look forward to continuing to be an active member of our Mendon Community as an elementary teacher and athletic supporter. I will support the next coach in any way I can to ensure a smooth transition.

In closing, I want to thank you for this opportunity, and I wish nothing but success for the program moving forward. I am grateful for the opportunity I had in the past two seasons and look forward to continued success for our athletic programs.

MaKenzie Oatley