

February 23, 2017

Jennifer Olson  
Principal  
Irving School  
9 Garden Place  
Derby, CT 06418

Dear Jen,

It is after much thought and consideration, and with a heavy heart, that I am resigning from my position as Office Clerk effective Friday, March 10, 2017. I am leaving for another position which at this time offers more growth and financial opportunity.

I love the Irving family - faculty, staff and students, but I must do what I feel is best for my own family at this time. This decision has not been made lightly. Being the Office Clerk and working under your guidance has been the most rewarding position I've ever held and I will miss everyone dearly. I do hope, with your blessing, to continue to attend Irving special events to support everyone so special to me. I will always make the time to help in any way possible.

Thank you for your kindness, support and guidance. I am, and will always be, Team Irving.

Regards,

Deborah Schmidt