

Mr. Welch,

Please accept this letter as my formal resignation from my position as Freshman Class Sponsor effective at the end of the current (2025-2026) school year.

I want to thank you for the opportunity to work in this capacity. It gave me an excellent platform as a new teacher to develop a rapport with my students.

Please let me know if there is anything that you need for the transition.

Sincerely,

Steve Snider