To Whom It May Concern,

I would like to take this opportunity to express my gratitude for the wonderful experience of working at Faulconcer Chapman School the last 2 years. I have immensely enjoyed the students and staff in and out of the After School Program. The students have given me many laughs and positive memories that will last me a lifetime.

Unfortunately, I must give my 3 week notice to the After School Program and Sheridan School District. I am moving to Hawaii to be with my future husband. Although I am very excited about being with my future husband in Hawaii, I will greatly miss working for the After School Program at Sheridan School District. My last working day will be Thursday December 5th. I would be more than happy to help train a new After School District employee if it would be helpful. I am available to help the transition go as smoothly as possible.

Thanks again for the awesome opportunity to work for the After School Program at Sheridan School District. The experience has helped to cement my desire to be an educator. If you have any questions or concerns, please feel free to email me at kaylee.kidd@yahoo.com or call me at 971-237-6959.

Sincerely,

Kaylee Kidd