

May 20, 2021

Dr. Ken Schmiesing
585 E. Livingston St.
Celina, Ohio 45822

Dear Dr. Ken Schmiesing,

Please accept this letter as a formal notification that I am resigning as an intervention specialist at Celina Primary School. I will be resigning at the end of the 2020-2021 school year.

I would like to thank Celina City Schools for the opportunity to be a part of this district for the past ten years. I have greatly enjoyed working closely with my students in reading, writing, and math. I am also thankful for the opportunity to collaborate and team teach with the first-grade staff and intervention specialists. I have learned invaluable lessons from the staff and administration at Celina Primary School.

As we wrap up the year, I will finish out my responsibilities to the best of my ability. If there is anything I can do to aid in the transition, please let me know.

I wish nothing but the best for Celina City Schools and the community. The staff and students at the Primary School will always hold a special place in my heart.

Thank you,



Kylie Moeller