

February 27, 2023

To Whom It May Concern:

Please accept this letter as my resignation from the IT/COPA Secretary position.

My desire is to transfer seamlessly to the open position of HEAD Start Secretary. I

believe my skills and qualifications are better suited than my current position.

Thank you for your consideration in this matter.

effective
2/27/23
start date

Respectfully,

A handwritten signature in cursive script, appearing to read "Kelly L. Ewing".

Kelly L. Ewing