

Friday, April 29, 2022

Dr. Ken,

Please accept this letter as my notice of resignation from Celina City Schools effective Friday, May 13, 2022.

I have been offered a position that will help develop my professional career in the robotics field, which I have accepted after careful consideration.

This employment has been a great opportunity for me, and I thank every person who has helped me along the way. I will never forget all the kindness you have showed me.

I will be sure to tie up all loose ends by the end of this two-week period as well as help in the training of my replacement. Thank you again for giving me this opportunity in the first place.

Sincerely,

A handwritten signature in black ink that reads "Caleb Steinke". The signature is written in a cursive style with a large initial 'C'.

Caleb Steinke