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10/15/2021

Mrs, Michelle Duncan
Principal
Celina Primary School
615 E. Wayne St., Celina, OH 45822

Dear Mrs. Duncan,

Please accept this letter as notification that I am leaving my position as a teacher assistant at Celina Primary School. My last day will be Tuesday, November 2. I have enjoyed serving in this capacity and working with the students and staff. I wish you all the best in the future!

With my new role, I will have some flexibility in my schedule throughout the school year and would be happy to serve as a substitute teacher. Please feel free to reach out to me anytime for assistance and I'd be happy to help if I am able.

Sincerely,

A handwritten signature in cursive script that reads "Alissa Belna-Muhlenkamp". The signature is written in black ink and is positioned below the word "Sincerely,".

Alissa Belna-Muhlenkamp