

Shawna Short
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August 12, 2019

Liz Barnhart
Supervisor of Special Education
Wellsboro Area School District
227 Nichols St. Wellsboro, PA 16901

Dear Ms. Barnhart,

I am writing today to notify you of my resignation from my position as Instructional Aide at Don Gill Elementary. Effective September 20, 2019.

I apologize for the short notice. We just learned that my Fiancé's company is transferring us to Montana. I am able and willing to work up until September 20, 2019.

Working for this District and the children has been a wonderful experience. Thank you and the District for the opportunity to serve as an Instructional Aide for last two years

Please contact me with any questions or concerns. Cell number is (307) 679-8173 or email shawnashort_74@yahoo.com

Sincerely,
Shawna Short