

08/12/2019

To Whom It May Concern,

I am writing to inform you that I am taking the remainder of the 2019-2020 school year, off school. I am excited that I have a new member of my family and I get to take time to be with her. My last day of employment will be September 14, 2019.

My experience with working at Kachemak Selo School has been very rewarding and I appreciate the time I spend working here. I wish you and the organization continued success.

Sincerely,

Hionia Konev

*Hionia Konev*

*[Signature]* 8/22/2019