

CATHERINE JOY ROLPH

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July 15, 2013

Gallatin County Lower Elementary
25 Boaz Dr.
Warsaw, KY 41042

Principal Mr. Wright,

I have enjoyed the past four years as a teacher at Gallatin County Lower Elementary School. I have had a positive experience and will never forget the time I've spent with my students and fellow staff.

However, after carefully considering this decision, I have accepted another teaching position. I feel this is the best choice for my family.

My resignation date will be July 16, 2013. I will be sure to follow necessary protocol for leaving my teaching position. Please let me know if there are additional steps to take. I have truly enjoyed work with you and my fellow teachers.

Respectfully,

Catherine J. Rolph
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