

May 11,2026

Dear Matthew Nicholas,

I am writing to formally resign from my position as Educational Assistant at Coshocton City Schools, with my last day of employment being June 30,2026.

I appreciate the opportunity to have been part of the team and the experience I've gained during my time here. I'm grateful for the support and professionalism you and my colleagues have shown me.

After careful consideration, I've decided to move forward in a direction that better aligns with my long-term goals and priorities. This was not an easy decision, but I believe it is the right step for me at this time.

Thank you again for the opportunity. I wish you and the team continued success.

Sincerely,

Tracy Brown

A handwritten signature in black ink that reads "Tracy Brown". The signature is written in a cursive style, with the first letters of "Tracy" and "Brown" being capitalized and prominent. The ink is dark and the background is white.