

Patrick Okyere

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BK  
8/11/2023

August 11<sup>th</sup>, 2023.

To Whom It May Concern,

I, Patrick Okyere, am writing to formally resign from my position as the 7-12 Special Education Coordinator at Mansfield City Schools, effective **August 27th, 2023**. I have been offered a new position as the Student Services Director at Crestline Exempted Village School District, and after careful consideration, I have decided to accept this new role.

I am grateful for the experiences and opportunities that Mansfield City Schools and Mid-Ohio ESC have provided me during my time as a Special Education Coordinator. Working alongside dedicated professionals has been an honor, and I am proud of the significant strides we have made in improving the quality of education and support for students with special needs.

I assure you that I will ensure a smooth transition of responsibilities and complete any ongoing projects or tasks. Additionally, I am happy to assist in recruiting and training my successor if needed.

I extend my heartfelt appreciation to both Mansfield City Schools and Mid-Ohio ESC for their unwavering support throughout my career. The professional growth and personal development I have experienced here have been invaluable.

Please consider this letter as my formal notice of resignation. I will return any school property or materials in my possession before my departure. If there are any specific procedures or paperwork that need to be completed, kindly inform me, and I will attend to them promptly.

Thank you for your understanding and support. It has been an honor to be a part of Mansfield City Schools and Mid-Ohio ESC, and I am confident that the positive impact we have made together will continue to thrive in the future.

Sincerely,



Patrick Okyere

Special Education Coordinator 7-12

Mansfield Senior and Middle School

Mid-Ohio Educational Service Center