

Virginia Utz  
8738 S. Co. Rd. 35  
New Washington, Ohio  
4/14/2025  
Date

Jennifer Reed, MHRM  
Director of Human Resources  
MidOhio Educational Service Center  
890 West Fourth Street  
Mansfield Ohio 44906  
419 774-2505

Dear Jennifer,

Please accept this as the official notice of my resignation. I have loved working for Mid-Ohio throughout most of my career as an occupational therapist. I have enjoyed working with students at all the Crawford County schools at one time or another. It has been a fulfilling career and one that I will miss and think of fondly. Per recommendation of STRS, my end date will be June 1, 2025. I do plan on renewing my license one last time to be available in case you are looking for coverage in case of illness or absence. Please let me know if you need any other paperwork to finalize my retirement.

Sincerely,

A handwritten signature in black ink that reads "Virginia Utz : OTR/L". The signature is written in a cursive, flowing style.

Virginia Utz, OTR/L  
Occupational Therapist