

April 7th, 2025

Mrs. Jennifer Pisarski
Principal
Portage Area Elementary
84 Mountain Avenue
Portage, PA 15946

Dear Mrs. Pisarski,

Please accept my resignation from my position as a second-grade teacher at Portage Area Elementary. My last day will be at the conclusion of the 2024-2025 school year.

I appreciate your support and leadership during my time here at Portage Elementary. I have enjoyed working aside many wonderful colleagues and it has been a pleasure to educate so many amazing students over the course of my teaching career.

If I can be of any assistance to you and the school during the remainder of my term, please let me know.

Sincerely,

A handwritten signature in blue ink that reads "Morgan Long". The signature is written in a cursive, flowing style.

Morgan Long