Feb. 12, 2025

Dear Dr. Skanson, Mr. Schwieters, Mrs. Lichy,

Please accept this letter as a formal notification that I will be retiring from my position as HR Assistant at STRIDE Academy effective June 4, 2025.

I am grateful for the opportunities and support I have received throughout my eight (8) years at STRIDE Academy. I value the experiences and relationships I have built during my time here and would like to take the opportunity to extend my gratitude to you and the whole team for the wonderful workplace I've enjoyed here.

I am happy to assist in any way necessary to ensure a smooth transition during this time.

Thank you for your understanding and continued support. I wish you and STRIDE Academy continued success.

Regards,

Judy Theisen