

June 15, 2026

Mr. Dan Stifter
Superintendent
Aitkin Public Schools
306 2nd Street NW
Aitkin, MN 56431

Dear Mr. Stifter,

Please accept this letter as formal notice of my resignation from my position as Business Manager with Aitkin Public Schools, effective July 31, 2026.

After careful consideration, I have decided to pursue a new professional opportunity. I am grateful for the experiences, support, and professional growth I have gained during my time with the district. I appreciate the guidance and leadership you have provided, and I value the relationships I have built while serving Aitkin Public Schools.

I am committed to ensuring a smooth transition during my remaining time with the district. I will work diligently to complete outstanding projects, update records and reporting, and assist with the transfer of responsibilities.

Thank you for the opportunity to serve the students, staff, and community of Aitkin Public Schools. I wish you and the district continued success in the future. Please feel free to contact me if I can be of assistance during the transition.

Sincerely,

Heather Hipp