

December 21, 2015

Dr. Denean Adams, Superintendent

Sirlena Thomas, Human Resource

Clifton Hunt, Principal

Lowell-Longfellow School

15657 S. Lexington

Harvey, IL 60619

I am sorry to inform you that I am leaving Lowell-Longfellow School. I am no longer able to fulfill the responsibilities of my role, and I feel it is in the best interests of the company that I vacate the position. This was a difficult decision, as working for Lowell-Longfellow School has been a positive experience and one for which I am thankful. I have learned a lot working here, and have enjoyed working on many assignments with you. However, unforeseen family circumstances have forced me to resign. This final decision was reached only after thorough consideration. I appreciate the opportunities I have been given here, and wish you much success in the future.

Sincerely,

*Christina Milligan*

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