

To: Harvey Public Schools Dist. Board of Education
Dr. Denean Adams, Superintendent
Nicole Wright, Board Secretary

Date: August 7, 2013

To start, I am very appreciative of the time I have been allowed to work for this district. Each year has been a new learning experience. On August 19, 2013 I will be beginning another great fall semester at South Suburban College, that semester is scheduled to run from August 19, 2013-December 13, 2013 (Class Schedule is attached). I am requesting to continue working for the district during the 2013-2014 school year. If I receive approval my schedule will be as a shown below. I look forward to being notified of the Board's decision. Thank you in advance.

Graciously,



ShaQueen Lee

Cell: (708) 600-5673

E-mail: shaqueenlee@gmail.com

RECEIVED
AUG 08 2013
BUSINESS OFFICE

Monday	Tuesday	Wednesday	Thursday	Friday
10:15 AM to 3:30 PM	No Work	10:15 AM to 3:30 PM	1:00 PM to 5:00 PM	10:15 PM to 4:00 PM