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*Murray Language Academy*  
*5335 South Kenwood Chicago, Illinois 60617*  
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**Memorandum**

TO: Parents with Students Enrolled in Mandarin Classes

FROM: Greg Mason, Principal

Date: August 27, 2016

RE: Chinese Teacher Leaving Murray

CC: Anne Gulley and Tracey Fleming

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Ms. Terra Sinkevicius, our Mandarin Teacher, made a decision to leave Murray. (A transfer was submitted this week.) This position was immediately advertised, and a search is on for a new Chinese teacher. The Confucius Institute in Chicago is helping us with this search. If we cannot find a teacher within a reasonable time-line, the school community will be invited to help decide:

- Do we stay with the search in order to maintain our Mandarin program?
- Do we select a different language?
  - If so, is there a pool of candidates for that language?
- Do we add a second Spanish teacher, for example?

In the meantime, I will confer with my administrative team to help think through some of the early decisions that need to be made. A second memo will be sent to parents prior to the first day of school announcing any and all updates on this situation.