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April 14, 2017

via Electronic Mail

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ALSO ADMITTED IN  
THE DISTRICT OF COLUMBIA

**Confidential  
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Scott Reynolds, Superintendent  
Alpena-Montmorency-Alcona Educational Service District  
2118 US 23 South  
Alpena, Michigan 49707

**Re: Posting Superintendent Evaluation and Assurances**

Dear Mr. Reynolds:

As you are aware, the Revised School Code requires school districts, intermediate school districts (“ISDs”) and public school academies (“PSAs”) to adopt and implement an evaluation tool for administrators. MCL 380.1249b(1)(e).

In addition, school districts, ISDs, and PSAs must post certain information about their administrator evaluations on their public websites. MCL 380.1249b(3).

If you have adopted the Model Superintendent Evaluation Tool and have not already posted the Evaluation Tool and Assurances on your website, we recommend that you do so. For your convenience, the Evaluation Tool and Assurances that should be posted on your website are attached.

In accordance with state requirements, postings and assurances for teacher and administrator evaluation tools should be posted at the bottom of your website’s Budget Transparency page, under the heading: Educator Evaluation Systems Posting and Assurances. *Guidance on Placement of Educator Evaluation Systems Postings and Assurances Document*, MDE, October 13, 2016.

Should you have any further questions or concerns, please do not hesitate to contact our office.

Sincerely,

COLLINS & BLAHA, P.C.

  
Gary J. Collins

GJC/aaf  
Enclosure  
4832-7811-1302, v. 2