



**SWALLOW SCHOOL DISTRICT**  
**INSPIRING EXCELLENCE SINCE 1844**

September 3, 2019

Department of Public Instruction

Attn: Michelle Jones  
125 S. Webster Street  
Madison, WI 53703

Dear Ms. Jones,

Pursuant with your audit of our school's special education program for the year ended June 30, 2019 we found that we have an individual being identified as having "no valid license."

The reason our teacher is listed on the no valid license report is because she was reported in error as 4K-8th grade, the correct information is KG-8th grade.

Please accept this letter as notification to correct this error.

Sincerely,

Nancy Hazelberg

Swallow School District Data Specialist

[district@swallowschool.org](mailto:district@swallowschool.org)