



December 22, 2021

Michelle Jones
Department of Public Instruction
125 South Webster Street
P.O. Box 7841
Madison, WI 53707

Dear Ms. Jones:

This letter is regarding the Rice Lake Area School District's acknowledgements of the October 1 Child Count Data.

Our Information Management Specialist retired recently and as the new Information Management Specialist, I didn't have access in the Portal to review acknowledgements. Therefore, I wasn't aware our October 1 data was not acknowledged by a district contact. I did work with each district team member prior to the snapshot to ensure our data was accurate and reported correctly; it just wasn't formally certified.

We have now updated all our contacts with access accordingly, myself included, and I have the ability to verify all data is properly acknowledged in the future.

Sincerely,
Amber Redlich
Information Management Specialist