



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
 DIVISION OF SCHOOL IMPROVEMENT
 SCHOOL IMPROVEMENT TECHNICAL ASSISTANCE SECTION
 P.O. BOX 480, JEFFERSON CITY, MISSOURI 65102-0480
 PHONE: (573) 751-4426 • FAX: (573) 526-0651

**ASSURANCE STATEMENT
 ATTENDANCE HOURS ADJUSTMENT FOR NON-CERTIFICATED EDUCATORS
 2008-2009 REGULAR SCHOOL YEAR**

DUE OCTOBER 1

COUNTY DISTRICT CODE	SCHOOL DISTRICT NAME	EDUCATOR:
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ASSURANCES:

As the authorized representative of the above named school district I certify that:

1. Hours of attendance have been excluded from Screen 14 of the Core Data Collection System for all students who were under the supervision of an employee who:
 - a. did not hold a valid Missouri educator certificate at any point in time between July 1, 2008 and July 1, 2009. (If an individual held a substitute certificate, the certificate must have been valid for the 2008-09 school year); or
 - b. has a certificate pending but did not initiate the required background check prior to June 30, 2009.

2. The following districts paying tuition to this district have been notified of attendance hours to exclude from their Screen 14A of the Core Data Collection System for the reasons stated in statement #1:
 - a. _____
 - b. _____
 - c. _____

SUPERINTENDENT OF SCHOOLS (SIGNATURE)	DATE
SUPERINTENDENT OF SCHOOLS (PRINT OR TYPE)	