



SWARTZ CREEK COMMUNITY SCHOOLS

8354 Cappy Lane . Swartz Creek, MI 48473-1299

(810)591-2300 FAX: (810)591-2784

www.swartzcreek.org

REASONABLE ASSURANCE NOTICE

TO: SWARTZ CREEK SCHOOL EMPLOYEES

If you worked for Swartz Creek Schools sometime during the school year, this notice is your reasonable assurance of continued employment in the same or similar capacity with the district at the completion of any upcoming breaks during the school year and/or summer break, unless otherwise notified in writing. A reasonable assurance is not a guarantee of work, but is a good faith belief that Swartz Creek Schools will have work for you during the next school year or after any breaks during the school year.

If you are no longer interested in working for Swartz Creek Schools and would like your name removed from our active employee list, please call the Business Payroll Department at 810-591-2393 or send an email to kmohr@swcrk.org. This will help us maintain a more accurate database of employees.

Sincerely,

Swartz Creek Schools

Payroll and Business Office

Ben Mainka, Superintendent **Rodney Hetherton, Director of Curriculum/Instruction**
Jon Pechette, Director of Finance **Colleen Mansour, Director of Human Resources**

Our Mission: Swartz Creek Community Schools inspires our learners to embrace challenges, set goals, grow their talents, and realize their dreams for success in a global society.