

LOWELL PUBLIC SCHOOLS

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To: Ms. Jeannine Durkin, Interim Superintendent of Schools
From: Susan J. Mulligan, Acting Director of Human Resources
Date: September 6, 2018

Re: *Annual Evaluations of Teaching and Administrative Staff*

[By Connie Martin]: *Request that the administration provide an update of the completion of all required annual evaluations of teaching and administrative leadership staff in accordance with DESE requirements.*