

# Alton Community Unit School District #11

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Coordinator of  
Instructional Services &  
Special Programs

*Dan Brynildsen*  
Director of Data and  
Technology Services

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Alton, Illinois  
62002-9028

August 18, 2016

Dear Alton School District Parents and Guardians:

Welcome Back! We are so excited to start another school year. I want to personally thank you for entrusting the Alton School District in providing your child with an outstanding education.

As always, I deeply value feedback of our students, parents and staff. Therefore, I wanted to let you know that if you ever have any concerns or recommendations on how we can improve our services, please do not hesitate to contact us. As per our district Chain of Command, we ask that you allow the teacher or principal with an opportunity to first address any concerns. However, if you are not completely satisfied, please know my door is always open in an effort to better serve you.

The office hours for the Administration Center are Monday through Friday from 8:00 a.m. to 4:00 p.m. during the school year. Please do not hesitate to call and schedule an appointment should you ever wish to meet with me. I look forward to a great school year and I thank you for your continued support!

Sincerely,



Mark Cappel  
Interim Superintendent