



**Superintendent of Schools**  
Phone 269-695-8401  
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401 West Chicago Street  
Buchanan, Michigan 49107

April 11, 2019

Mrs. Sue Lentz, District Registrar  
Buchanan Community Schools

Mrs. Lentz:

We are pleased to inform that you are the April winner of the Buchanan Community Schools Staff Appreciation Program! The process to select a winner for the staff appreciation award consists of:

1. Collection of nominee recommendations from parents, students, staff members, community members, and other BCS stakeholders.
2. All names of nominees are placed into a drawing; one name is blindly pulled from the envelope to be selected as the winner of the recognition award.
3. The winner is then contacted and asked to attend the Board meeting in the month that the selection is made to be presented with a gift, and to be recognized by the Board.

Please accept this notification as an invite to the Board of Education meeting occurring Monday, April 15<sup>th</sup>, 6:00 pm, at Ottawa Elementary School. We would like to share before the Board of Education and community the wonderful accolades that were entered on your behalf and present you with a gift. Contact the Office of the Superintendent by dialing ext. #20002, email [drussell@buchananschools.com](mailto:drussell@buchananschools.com), or stop by to visit us no later than Friday, April 12th, to confirm your attendance at the Board meeting.

Below is the question and response that was submitted.

**What do you appreciate about this person's efforts to make BCS a great place to learn and a great place to work? Please provide as much detail as you wish so we can show our appreciation to this outstanding Buck!**

*Sue has stepped in to the guidance administrative assistant position and hit the ground running. In addition to her many responsibilities in support of our high school student and counselors, Sue has also picked up the job of enrollment for all schools in the district. She came to us with a wealth of knowledge about Buchanan Community Schools, and has learned her new responsibilities very quickly. Not only did she learn how to update our website, she also took it upon herself to review and edit the existing materials posted there. She has begun cleaning out the old files which fill our record room in any of her spare minutes between other tasks. She fills every minute of her day and even supports Karla Hurlbutt and Lonnie Hoover when necessary. Sue is a ROCK star!*

-Mrs. Sonia Barlow

On behalf of the Board of Education and Administration of Buchanan Community Schools, we thank you for your service and encourage you to keep up the great level of achievement and service to our district.

Sincerely,

A handwritten signature in black ink that reads "Timothy J. Donahue".

Timothy J. Donahue, Ed.S.  
Superintendent of Schools