



Early Learning Coalition of the Nature Coast  
Serving Citrus-Dixie-Gilchrist-Levy-Sumter Counties



Date \_\_\_\_\_

Dear Provider,

### Attendance Monitor Notification

It is the responsibility of the Early Learning Coalition to monitor your attendance rolls and sign in/out sheets for accuracy. The results of the monitor for the month of \_\_\_\_\_ show that you have an error rate of 10% or more.

Next month's monitor must show an improvement in the error rate or your status as a contracted provider will be reviewed for continuation of the contract.

Please contact the Coalition's County Manager if you have questions or require technical assistance.

Sincerely,

Early Learning Coalition of the Nature Coast

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