



# Littleton Public Schools

33 Shattuck St. \* P.O. Box 1486 \* Littleton, MA 01460-4486 \* Phone: (978) 486-8951 \* Fax: (978) 486-9581 \* Website: [www.littletonps.org](http://www.littletonps.org)

DIANE G. BEMIS, Ph.D., Superintendent  
GERI LYN AJEMIAN, Ed.D., Curriculum Coordinator

DIANNA PETERSON, Director of Pupil Personnel Services  
STEVEN F. MARK, Business Manager

April 12, 2010

To Whom it May Concern:

This letter is a reference letter regarding the company known as JAE Cleaning Services.

JAE Cleaning Services has had the contract to clean the Littleton Public Schools since December 2008. Since JAE has had this service, our schools look great. We have received many positive comments and feedback from our staff on how well the schools look and the level of cleanliness in our schools has never been higher. The employees of JAE have been courteous, thoughtful, and cooperative as we have had to adjust schedules for events, cleaning procedures and schedules in the school buildings. They have always been available as needed when we have needed substitute for our regular staff, or due to a larger event, proving extra help to supplement our regular staff. I would recommend JAE for any cleaning service contract.

A handwritten signature in dark ink, appearing to read "Steven F. Mark". The signature is written in a cursive style with a large initial "S" and "M".

Steven F. Mark  
Business Manager  
Littleton Public Schools  
978-540-2508  
[smark@littletonps.org](mailto:smark@littletonps.org)