



Brick Township Public Schools

Department of Special Services

224-260 Chambers Bridge Road
Brick, New Jersey 08723

Office: 732-785-3000 Opt. 3

Fax: 732-477-5837

Dr. Walter Uszenski, Superintendent

*Susan Russell, Director
Donna Stump, Supervisor
Ann Marie Dayton, Supervisor*

October 20, 2014

Hawkswood School
270 Industrial Way
Eatontown, NJ 07724

RE: 0089

Dear Administrator:

Please be advised that the following student shall terminate instruction at your out-of-district facility as indicated below

Student's Name:

Last Day of Attendance: 9/4/2014

We ask that you please terminate his tuition contract for the 2014-15 school year. Please terminate all billing as appropriate concerning placement fees of this individual. Please keep in mind that this student is on home instruction and will return to your facility when appropriate. At that time we will initiate a new contract.

Your cooperation and assistance in this matter is greatly appreciated.

Thank you.

Very truly yours,

A handwritten signature in cursive script that reads "Susan Russell".

Susan Russell
Director of Special Services

SR/as

cc: School Principal
Child Study Team
Superintendent
Business Office
Transportation
Guidance
K. Sundheimer – Special Services
Sally Jo Michaels – Special Services