



Brick Township Public Schools

Department of Special Services

224 Chambers Bridge Road
Brick, New Jersey 08723

Office: 732-785-3000 Opt. 3 Fax: 732-477-5837

Dr. Walter Uszenski, Superintendent

Susan Russell, Director of Special Services
Donna Stump, Supervisor
Ann Marie Dayton, Supervisor

November 5, 2014

THE RUGBY SCHOOL AT WOODFIELD
Belmar Blvd. & Woodfield Avenue
P.O. Box 1403
Wall, NJ 07719
ATT: Ms. Dolores DeSanto, Exec. Director

RE [REDACTED] 6163

Dear Administrator:

Please be advised that the following student's instruction at your out of district facility has been terminated as indicated below:

Student's Name: [REDACTED]
Last Date of Attendance: November 5, 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 return all records to the Brick Township School District in care of the case manager.

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
Case Manager
Superintendent
Business Office
Transportation
Guidance
K. Sundheimer – Special Services
Sally Jo Michaels – Special Services