



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

Thomas Gialanella, Interim Superintendent

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

March 1, 2016

Children's Center of Monmouth County
1115 Green Grove Road
Neptune, NJ 07753

RE: [REDACTED]

Dear Administrator:

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

Student's Name: [REDACTED] #7352
Last Day of Attendance: 2/24/16

We ask that you please terminate his tuition contract for the 2015-2016 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 Jurewicz".

Susan Jurewicz
Director of Special Services

SR/as

cc: Child Study Team
Superintendent Sec.
Business Office
Transportation
Guidance
Denise Wolff – Special Services
Sally Jo Michaels – Special Services