



BREWSTER CENTRAL SCHOOL DISTRICT

30 FARM TO MARKET ROAD, BREWSTER, NY 10509-9956

TELEPHONE 845-279-8000 FAX 845-279-6921

WWW.BREWSTERSCHOOLS.ORG



Valerie Henning-Piedmonte, Ed.D.
Superintendent of Schools

Michelle Gosh
Assistant Superintendent
Curriculum, Assessment &
Instruction

Victor Karlsson, CPA
Assistant Superintendent for
Finance & Operations

Kathleen Culligan
Director of Human
Resources

Dear Community Members,

August 31, 2018

Beginning in September, drop boxes at the District Office and various locations throughout the towns/village will be made available to families for submission of the Residency Verification Form and residency verification documents. The additional locations are as follows:

- Town of Southeast
 - Address: 1360 Route 22, Brewster
 - Hours of Operation: 9:00am - 4:30pm
- Town of Patterson
 - Address: 1142 Route 311, Patterson
 - Hours of Operation: 9:00am - 5:00pm
- Village of Brewster
 - Address: 50 Main Street, Brewster
 - Hours of Operation: 8:30am - 4:00pm
- Catholic Charities
 - Address: 175 Main Street, Brewster
 - Hours of Operation: 9:00am - 5:00pm

Please note that the drop boxes are available during the location's normal business hours and will be retrieved by the District's courier. We kindly request that you place copies of these documents (no originals please) in a sealed envelope labeled "Residency Verification" and write your name and contact information clearly and legibly on the Residency Verification Form so that we are able to provide you with a record of receipt.

We re-emphasize that no student will be excluded from attending school exclusively as a result of this process, or as a consequence of not participating in this process. If a family does not provide documentation for a student(s), additional opportunities to supply information will be provided and a process will be initiated to verify a family's residency status, which may include a formal residency determination after careful investigation.

We thank you in advance for your cooperation and participation in the residency verification process.

Sincerely,

Victor Karlsson
Residency Officer