


**DEPARTMENT OF SPECIAL SERVICES
TOWNSHIP OF UNION PUBLIC SCHOOLS
M-E-M-O-R-A-N-D-U-M**

TO: Pat Ditri
From: Kim Conti 
Re: Board Agenda Items
Date: March 16, 2012

Please place the following on the board agenda:

The committee recommends and I so move that approval be given to Kean University Child Study Institute to provide Independent Psychological and Educational evaluations at the rate of \$700.00 per evaluation, plus \$250.00 case manager fee and \$250.00 for a classroom observation (not to exceed \$1,900). Additionally, court time if needed will be billed at \$200.00 an hour for the 2011-2012 school year.



KEAN UNIVERSITY

March 14, 2012

Mr. Joseph Seugling
School Psychologist
Dept. of Special Services
Union Public Schools
215 Morris Ave.
Union, NJ 07083

Dear Mr. Seugling,

We have received your request for an independent educational and psychological evaluation for Markell White. Each evaluation is \$700, plus a \$250 case manager fee. The total fee is \$1650.

If a classroom observation is required, the fee for the observation will be an additional \$250. Court time is billed at the rate of \$200 an hour.

The evaluation will be conducted at the Institute of Child Study, Kean University. Our evaluator will contact the student's parents/guardians to arrange for a mutually convenient time. Please forward the student's contact information to us, along with copies of any previous testing.

A signed copy of this letter constitutes acceptance of the fees outlined above. If you have any questions, please call The Child Study Institute at 908-737-5400.

Sincerely,

Gail Erlich

Accepted by _____ Title _____ Date _____