

# Raymond School District

SAU 33, 43 Harriman Hill Road, Raymond, New Hampshire 03077

Tel. 603-895-4299 Fax. 603-895-0147 [www.sau33.com](http://www.sau33.com)

Terry Leatherman, Superintendent of Schools  
Jodi Gutterman, Exec. Director of Student Support Services  
Samantha Horrigan, Director of Health and Wellness  
Brittany L'Heureux, Technology Director  
Tasha Ball, Director of School Nutrition Services



Marjorie Whitmore, Business Administrator  
Karen Stuart, Director of Human Resources  
Todd Ledoux, Safety and Facilities Director  
Patrick Arsenault, Director of Youth Services

*Date*

*Name*

*Address*

## SECOND NOTICE

*Student Name*          District ID: *Student Number*

Dear Parent/Guardian,

Our records indicate that as of today, your student *Student Name* has a negative balance on his/her Raymond School Nutrition Service account in the amount of \$\_\_\_\_\_.

Payment in full is requested at this time. Please contact me ( [t.leatherman@sau33.com](mailto:t.leatherman@sau33.com) 603-895-4299) to arrange a payment plan. If after 15 days there is no plan the district will move forward with small claims court.

Thank you for your attention to this matter. Please feel free to contact me if you have any questions regarding your student's account.

Sincerely,

Terry Leatherman  
Superintendent