

# ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

108 Woodrow Avenue, St. Clairsville, Ohio 43950 • Phone: (740) 695-1624 • Fax: (740) 695-1627 • Website: stcschools.com

## SUPERINTENDENT'S OFFICE

Dr. Walter Skaggs, Superintendent  
Diane Thompson, Assistant Superintendent  
Darlene Graham, EMIS Coordinator/District Registrar  
Jim Yates, Network Administrator  
Sharon Harrison, Executive Administrative Assistant



## TREASURER'S OFFICE

Amy Porter, Treasurer/CFO  
Betty Milhoan, Assistant to the Treasurer  
Valerie Lachendro, Assistant to the Treasurer  
Treasurer's Office Fax: 740-695-5805

## NOTIFICATION OF WITHDRAWAL

STUDENT'S NAME \_\_\_\_\_

BUILDING \_\_\_\_\_ GRADE \_\_\_\_\_

LAST DAY STUDENT WILL BE IN ATTENDANCE \_\_\_\_\_

REASON FOR WITHDRAWAL \_\_\_\_\_

STUDENT'S NEW ADDRESS \_\_\_\_\_  
\_\_\_\_\_

NAME AND ADDRESS OF NEW SCHOOL \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE