

**Department of  
Special Education**

August 21, 2023

**The Center for  
Community Adjustment  
(C.C.A.)**

Dear Parents/Guardians:

**Mrs. Jeannine Stutz**  
Principal

New York State requires the development of an annual transition plan for special education students. This transition plan includes your input and participation and addresses issues related to preparing your child for a successful transition from school to the adult world.

**Dr. James Bertsch**  
Assistant Principal

In order to help us plan appropriate education services to fulfill this requirement, we are requesting that you complete the attached questionnaire and return it to CCA by Friday, September 15, 2023. In order to keep our information current, we ask that this form be filled out each year.

**Dr. Anthony Aiello**  
Assistant Principal

Thank you and if you have any questions, please do not hesitate to call.

Sincerely,

Jeannine Stutz  
Principal

Att.