

May 20, 2020

Dear Heath,

On behalf of Sandy Hitchcock, mother of Sara Hitchcock, we would like to request to setup a Sara Hitchcock Scholarship in memory of Sara who passed away on Tuesday, May 12th.

Sandy has asked me to enquire about setting this account up through Averill Park School District.

Details about the recipient of this award will be defined in the future, but we would like the award to start in the next school year, 2020-2021.

We ask that we can setup up this account as many family members and friends have already forwarded checks to APCSD c/o Sara Hitchcock.

Please let me know what steps we need to complete. Thank you for your time.

Sincerely,

Derek Minkler

(518) 429-0486