



## Manheim Township School District

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November 6, 2012

Dear Parent/Guardian:

This letter is to confirm that the School District has placed Mr. Rich Russell, guidance counselor at Landis Run Intermediate School, on an administrative leave. On October 17, 2012, Mr. Russell contacted the School District regarding his role in an ongoing investigation concerning a personal legal matter unrelated to his work within the School District. Once we were informed by Mr. Russell of the investigation, and because of the nature of the disclosure made by Mr. Russell, the School District placed Mr. Russell on administrative leave effective October 18, 2012. As of this time, we have not been contacted by any outside agency concerning that investigation.

While I am not able to discuss any further details regarding Mr. Russell's status, I would like you to know that my decision to remove Mr. Russell from his School District responsibilities was immediate. Please know that we take student safety seriously in our school community and it is our continued goal to provide a safe environment for our students and open lines of communication for parents.

Sincerely,

Dr. Gene Freeman  
Superintendent