







MEMO

Christopher Bentzel, Superintendent Michelle

Ladd, Director of Special Education

To:

4/17/2025

From:

Shortened School Week Request

Date:

Re:

I am requesting that the Board approve a shortened school week for the student whose information is attached. This student's Admissions and Release Committee has determined that attending school on a shortened day/week is necessary at this time.

Please let me know if you have questions regarding this request.

Thank you,
Michelle Ladd
Director of Special Education