

**Request to Place an Item on the Agenda**Name: Katrena SmithAddress: TCS BOETelephone number: 270-265-2436 ext 1147

Name of school children attend, if applicable: \_\_\_\_\_

Group represented: Community EducationCheck if request was submitted to: ☐ Superintendent ☐ Board Chairperson

Conferred with following administrators (names): \_\_\_\_\_

Description of Issue: Fill the Bus annual school supply & monetary donation drive. This will be the 6<sup>th</sup> year. All 5 previous drives have been successful with enough monetary & supply donations that FRYSC has been able to distribute needed supplies to students the entire year.

Specific Action Requested: Approve Fill the Bus 2022Check if you are: ☐ Board Member ☒ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.



*Board Members*

Kelley Groves  
Eric Harris, Chairman  
Andrea Jones  
Joshua Mosby, Vice Chairman  
Todd Thomas

Mark Thomas, Superintendent  
Eric Foister, Assistant Superintendent  
Preston Browning, Chief Finance Officer  
Jennifer Pope, Director of District Wide Services  
Kim Justice, Director of Exceptional Children

June 27, 2022

Business Name

Address

Greetings,

I am writing on behalf of Todd County Community Education requesting a monetary donation for our "Fill the Bus" event. Monetary donations will be used to purchase school supplies that will be distributed to each school's Family Resource and Youth Service Center (FRYSC) so all our students start school with the necessary supplies.

Any supplies not distributed at the beginning of school are available to all students throughout the year through the schools' Family Resource and Youth Service Centers.

If you have any questions, please contact me.

On behalf of the students of Todd County Schools, thank you for your consideration.

Sincerely,

Katrena Smith  
Todd County Community Education  
205 Airport Rd., Elkton, KY 42220  
270-265-2436 ext. 1147  
[Katrena.Smith@todd.kyschools.us](mailto:Katrena.Smith@todd.kyschools.us)



## Fill the Bus 2022

Monetary donations will be used to purchase school supplies so all students start school with the necessary supplies.

Any supplies not distributed at the beginning of school are available to all students throughout the year through the schools' Family Resource and Youth Service Centers.

**Checks should be made out to "Fill the Bus" and can be dropped off at the Todd County Schools Board of Education, in care of Katrena Smith, Community Education Director, or mailed to:**

**Todd County Schools – Katrena Smith**

**205 Airport Rd.**

**Elkton, KY 42202**

If you don't feel comfortable making a monetary donation, below are the most needed supplies requested by the FRYSC staff.

These donations can also be dropped off at the Todd County Schools Board of Education, in care of

Katrena Smith, Community Education Director.

Pencils	Pencils	Pencils	2 Pocket Folders with Prongs	2" 3 Ring Binders	Disinfectant Wipes
Wide Rule Spiral Notebooks	College Rule Spiral Notebooks	Wide Rule Loose Leaf Paper	College Rule Loose Leaf Paper	Composition Notebooks	Hand Sanitizer

On behalf of the students of Todd County Schools, thank you for your donation.

Katrena Smith, Todd County Community Education

Todd County Board of Education

205 Airport Rd., Elkton, KY 42220

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Katrena.Smith@todd.kyschools.us