

**Request to Place an Item on the Agenda**Name: Alison HaydenAddress: 205 Frames Branch Rd Clay City, KY 40312Telephone number: 276-494-2053Name of school children attend, if applicable: 33Group represented: FBLACheck if request was submitted to: ☒ Superintendent ☐ Board Chairperson

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

Description of Issue: \_\_\_\_\_

Specific Action Requested: \_\_\_\_\_

       We will be traveling to Louisville April 17th and returning on the 19th for FBLA state conference. I need approval for overnight travel. We are staying 2 nights at The Galt House. Brad Smith and I will be the adults going to chaperone. \_\_\_\_\_

Check 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.

Review/Revised:8/7/00