

**Request to Place an Item on the Agenda**

Name: Kristen Hunter

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

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

Group represented: Food Service

Check if request was submitted to:  Superintendent  Board Chairperson

Conferred with following administrators (names): Mr. Thomas

Description of Issue: Old Backs out of Cooler

Specific Action Requested: Surplus

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: 3/13/06