



HENDERSON COUNTY HIGH SCHOOL  
CAREER AND TECHNICAL EDUCATION DEPARTMENT

February 28, 2011

Henderson County Board of Education  
c/o Henderson County Schools  
1805 Second Street  
Henderson, KY 42420

Esteemed Board Members

Please allow this letter to serve as my request to transport *qualifying DECA students* to the DECA State Conference on Sunday March 6, 2011 – Tuesday March 8, 2011. The conference will be held at the Galt House in Louisville, KY.

The qualifying DECA students were determined February 16, 2011. I have met all of the provisions outlined in the "Overnight and Out of District Bus Trip Guidelines Checklist". This checklist has already been submitted to my Unit and building principal.

The detailed Conference Information packet, produced and distributed by the DECA State Advisor Gary Colvin, is attached. Thank you for your consideration in this matter and for your commitment to our students and to education.

Sincerely

Courtney Melton  
Business and Marketing Teacher  
HCHS DECA Advisor

3-1-11

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