BOARD AGENDA ITEM REQUEST

Name of Person Making Request ______________________________ Date of Request __________

Mailing Address of Person Making Request ____________________ Phone Number __________

Topic for Presentation ________________________________________

Relevant Points: ______________________________________________

________________________________________________________________

________________________________________________________________

________________________________________________________________

What Would You Like The Board To Do? ____________________________

________________________________________________________________

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________________________________________________________________

Note: This topic will appear on the agenda of the next Regular Meeting of the Board of Directors.

In order for your topic to be placed on the meeting agenda, this form must be returned to the Education Director’s office no later than 7 calendar days prior to the next scheduled regular meeting.

Approved________________________

 Denied Reason _______________________________________________________
 (i.e. late submitting, agenda full, confidential nature)

___________________________________________ Date __________

Education Director's Signature