Request to Place an Item on the Agenda

Name: Kristen Scott

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): _____

Description of Issue: We found plates, bowls & punch bowls we do not need or use

Specific Action Requested: Sell the plates, bowls & punch bowls

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