To: Dr. Hagen and the Central Nine Governing Board

From: Erin Dietrich, Counselor

Date: May 5, 2011

Re: Approval for out of state travel

I would like to request approval for out of state travel for 3 instructors and five students to attend and compete in the National USA Skills Competition which will be held in Kansas City, Missouri June 20 – June 25, 2011.

All costs associated with this conference are estimated and attached.

Thank you for your consideration.

**1999 U. S. 31 South**

**Greenwood, IN 46143**

**P 317.888.4401**

**F 317.885.8670**

Stephen Hagen, Ph.D.

Executive Director

shagen@central9.k12.in.us

Sherene Donaldson

Curriculum Director

sdonaldson@central9.k12.in.us

Cindy Payton

Business Manager

cpayton@central9.k12.in.us

Erin Dietrich

Guidance Counselor

edietrich@central9.k12.in.us

John Showalter

Facility/Transportation

jshowalter@central9.k12.in.us

Laura Showalter

Executive Assistant/

Communications Specialist

lshowalter@central9.k12.in.us

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