

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.

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