

Date:	
DESCRIPTION:	
BACKGROUND INFORMATION:	
FISCAL CONSIDERATIONS AND FUNDING SOURCE:	
REQUESTED ACTION:	
	Ciamatuus
Submitted by:	Signature
(Name/Position)	
Recommended by:	
(Supervisor Name/Position)	
Approved by:	
Budget/Bldg Supervisor Name/Position	

Approved by: Tim Winter Superintendent

Required for all out-of-state travel and

all student overnight travel.