

**CATOOSA COUNTY BOARD OF EDUCATION**

**Request To Be Placed on Board Agenda for Formal Presentation to the Board**

Meeting Date: \_\_\_\_\_

Please submit request item(s) to the Superintendent by: \_\_\_\_\_

**You will have five minutes to address the board.**

Topic(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Narrative:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted by: \_\_\_\_\_

Name

Telephone #

If you have any supporting documents please submit by the above date.

***All items submitted must be approved by the Superintendent prior to being on the agenda. You will receive a phone call to know if your request has been approved.***

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent