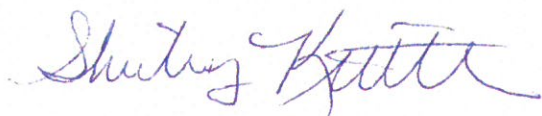


April 12, 2019

Dr. Schmiesing and the Celina School Board,

I have a request. I have a daughter getting married Saturday, May 18, 2019. I would like to have Friday, May 17, 2019 off to help with the last minute preparations and decorating of the hall. This date is outside the time period that I can take a personal day to cover this absence. My request is that the board would grant a deduction day to allow me to have this day free to be able to do mother-of-the-bride activities with my daughter and soon to be son in law. I have talked with my building principal, Cory Ahrens, about this matter and can see no problem at the Elementary building. I also have a substitute teacher on stand-by if this request is granted.

Thank you for your consideration.

A handwritten signature in blue ink that reads "Shirley Kittle". The signature is cursive and fluid.

Shirley Kittle
Intervention Specialist
Celina Elementary School