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CELINA CITY SCHOOLS

December 1, 2021

Dear Dr. Schmiesing and Board of Education,

I am writing to request 3 deduct days to be used March 2, 3, 4 of 2022 for travel with my husband. There will be no substitute needed in my kindergarten classroom as a senior Wright State University student teacher is assigned to my room. She will be an approved substitute before this time and will be trained and comfortable with all classroom duties.

Thank you for considering my request. Please feel free to contact me with any questions you may have.

Sincerely,



Ashley Luth
Kindergarten Teacher
Celina Primary School