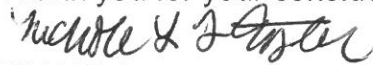


October 14, 2019

Dr. Kenneth Schmiesing,

I formally request a deduct day on December 20, 2019. Per contract, 20.08.2 whereby it states that a personal day may not be taken before a holiday break unless a written request is submitted to the Celina Board of Education.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Nikki Etzler".

Nikki Etzler

Celina Middle School