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Nikki Etzler &lt;nikki.etzler@celinaschools.org&gt;

**Request**

CELINA CITY SCHOOLS

2 messages

**Nikki Etzler** <Nikki.Etzler@celinaschools.org>

Tue, Dec 6, 2022 at 10:05 AM

To: Ken Schmiesing &lt;ken.schmiesing@celinaschools.org&gt;, Andy Mikesell &lt;andy.mikesell@celinaschools.org&gt;

Cc: Nikki Etzler &lt;nikkietzler\_600@yahoo.com&gt;

Dr. Ken Schmiesing and Andy Mikesell,

On January 14-16, I will be out of town with my daughter, Spencer. I am unable to return home on January 16th due to the lack of available flight times with Spencer's schedule. Therefore, we will need to catch an early flight home on January 17th. According to the contract 20.082.2- "No personal leave may be taken on the day immediately preceding or following a school holiday or on the first day or last 2 weeks of teacher work year unless approved by the Superintendent or designee. Requests made for exception to this regulation must be made in writing to the building Principal clearly defining the emergency."

I am requesting to take a deduct day on January 17th because of this conflict. If possible, please let me know if I am able to take a deduct day and if there is anything else I need to do.

Thank you,  
Nikki Etzler

**Ken Schmiesing** <ken.schmiesing@celinaschools.org>

Tue, Dec 6, 2022 at 12:59 PM

To: Nikki Etzler &lt;Nikki.Etzler@celinaschools.org&gt;

Cc: Andy Mikesell &lt;andy.mikesell@celinaschools.org&gt;, Nikki Etzler &lt;nikkietzler\_600@yahoo.com&gt;

Hi Nikki,

Yes, you can print and sign your email. Then send it over to be approved at the Dec. 19 Board meeting.

Thanks,

[Quoted text hidden]

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*Dr. Kenneth J. Schmiesing*, Superintendent

Celina City Schools  
585 E. Livingston St.  
Celina, Ohio 45822  
419-586-8300 Ext. 1002  
[ken.schmiesing@celinaschools.org](mailto:ken.schmiesing@celinaschools.org)

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