

January 6, 2020

Dear Dr. Schmiesing and the Celina Board of Education,

I would like to request deduct days on February 12, 2020 and February 13, 2020 to vacation in Costa Rica.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Ann Holdheide". The signature is written in black ink and is positioned below the word "Sincerely,".

Ann Holdheide