



Hamilton County Schools
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

Request for Early Approval

MEMORANDUM

To: Executive Committee of the Board

School: _____

Date: _____ Trip Dates: _____

The attached request requires approval of the Board of Education. The reason this item was not submitted within the timeframe necessary for it to be placed on the agenda for a scheduled Board session is as follows:

Principal Signature

Date

Deputy Superintendent

Date

APPROVED:

Superintendent Signature

Date

Board Chairman Signature

Date