I hereby request permission on (date) __________ for one of the following:

1. Association/Union
2. CSE
3. Family Bereavement Day
4. Family Illness Day (Specify)
5. Jury Duty Day
6. Staff Development (Specify)
7. Testing
8. Visitation Day
9. Conference (Conference Name)

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Signature of Applicant Date

Approved by:

Building Principal for Professional Personnel Date
Immediate Supervisor for Classified Personnel

Final Approval By:

Superintendent Date

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TO: ___________________________ Date: ______________

Your request for __________________________ Day(s) on __________________________ has been (approved) (denied).

WILLIAMSON CENTRAL SCHOOL

Superintendent

(This part to be returned to applicant)