

Donna Independent School District

**REQUEST FOR PLACEMENT OF AN ITEM ON THE BOARD AGENDA**

*(Request must be submitted seven (7) days prior to Regular or Special Board Meeting)*

1. Subject of item *(word agenda item appropriately and also include Exhibit if needed)*:

2. To be discussed under *(Check one)*:

- Academic Services       Business & Finance       District Operations  
 Human Resources       Support Services       Other

3. Rationale for item:

4. Recommended Motion:

5. Funding Source: \_\_\_\_\_

Account Balance: \$\_\_\_\_\_ as of \_\_\_\_\_

6. DIP/CIP Indicator: Goal #: \_\_\_\_\_ Objective #: \_\_\_\_\_ Initiative #: \_\_\_\_\_

Name(s) of person(s) making request & Title:

Date:

\_\_\_\_\_

\_\_\_\_\_

**BOARD ACTION:**

- Approved       Not Approved       Tabled       No Action

Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_