

Santa Rosa District Schools

*Berryhill Administrative Complex
6751 Berryhill Street
Milton, Florida 32570*



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*Sherry Smith
Director of Student Services*

April 24, 2014

Mr. Timothy Wyrosdick
Santa Rosa District Schools
5086 Canal Street
Milton, Florida 32570

Dear Mr. Wyrosdick and School Board Members,

Due to an extensive amount of traveling by School Psychologist, Stephanie Elliott, we request your approval for an increase for her maximum travel cap amount for In-County travel. This request is for the 2013 - 2014 school year for the amount indicated below. Ms. Elliott travels to various school sites throughout each week of the year.

Stephanie Elliott - Current cap is \$1450.00 - increase \$850.00

Your consideration of this request is greatly appreciated.

Respectfully,

A handwritten signature in blue ink that reads "Sherry Smith".

Sherry Smith
Director, Student Services