



Patti McKnight  
Director of Federal Programs  
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November 8, 2021

Dear School Board Members:

Each year our Communities of Learning, McKinney-Vento Program, social workers drive all over the district meeting with our most vulnerable students. This includes traveling to every school in the district as well as home visits. They meet with students and families to address their needs, assist with obtaining necessary documentation required by the school district for enrollment and agencies to assist their families in finding stability. Staff also will take food, hygiene products, school supplies, and other essential items to these families as needed.

Each year the Federal Programs Fiscal Assistant, Stephanie Hail, submits documentation showing for a budget of \$2,500 for annual travel. This travel is paid out of Title I funds. The district, however, puts a cap on annual travel of \$1,450 for each of our social workers. I request to have the annual travel cap raised to \$2,500 for each social worker through the remainder of the school year so they may continue to be paid for the travel that is essential to their work.

Sincerely,

A handwritten signature in blue ink that reads "Patti McKnight". The signature is written in a cursive, flowing style.

Patti McKnight  
Director of Federal Programs