



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Clark Middle School

Campus Principal: Michelle Gomez

Originator's Email: mcgomez@uisd.net

Board Member: Javier Montemayor

Board Member:

Board Member:

Description of Request: \$1,500 for PE supplies for student use

\$1,500 Student Incentives for student STAAR shirts

Estimated Cost of Request: \$ 3,000

Principal or Director Signature: [Signature] Date: 2/24/26

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: [Signature] Date: 02/20/2026

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for final processing.



United Independent School District  
Board of Trustees Discretionary Funds  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Freedom Elementary

Campus Principal/Director: Stephanie Silva- Garcia

Originators Email: ssilva3@uisd.net

Board Member: Rodolfo "Rudy" Gonzalez

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Perfect Attendance student incentives

Estimated Cost of Request: \$700.00

Principal or Director Signature: [Signature] Date: 1/21/26

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: [Signature] Date: 2/25/24

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District  
Board of Trustees Discretionary Funds  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: ITV Department

Campus Principal/Supervisor: Rebecca Morales

Originators Email: rmorales@uisd.net ggil@uisd.net evgonzalez@uisd.net

Board Member: Dianelle Martinez – Board Member District 7

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Staff extra duty payment for covering a Town Hall Meeting on Friday, February 13, 2026, at Matias De Llano Elementary School.

Estimated Cost of Request: \$299.07

Principal or Director Signature: [Signature] Date: 02/18/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: [Signature] Date: 02/18/2025

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District  
Board of Trustees Discretionary Funds  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: United South High School

Campus Principal/Director: Martha Alvarez

Originators Email: malvarez@uisd.net cmedel71@uisd.net

Board Member: Javier Montemayor

Board Member: \_\_\_\_\_

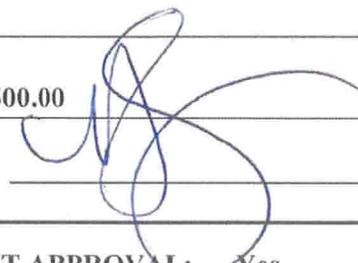
Board Member: \_\_\_\_\_

Description of Request: For USHS Magnet Blazers

\_\_\_\_\_

\_\_\_\_\_

Estimated Cost of Request: \$1,500.00

Principal or Director Signature:  Date: 10/31/2025

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature:  Date: 02/26/2026

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District  
Board of Trustees Discretionary Funds  
Fiscal Year 2024-2025

Exhibit A

Requesting Campus: Clark Elementary

Campus Principal/Director: Tessie T. Rodriguez

Originators Email: tesrod@uisd.net

Board Member: Javier Montemayor

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Student End-of-the-Year Awards and Medals

Estimated Cost of Request: \$1,914.75

Principal or Director Signature: *T. Rodriguez* Date: March 3, 2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: *Javier Montemayor Jr.* Date: *03/24/2026*  
*by: Diselda Rodriguez*

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District
Board of Trustees Discretionary Funds
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: John B. Alexander High School

Campus Principal/Director: Rosana Arizola

Originators Email: rarizola@uisd.net alma.villarreal1@uisd.net

Board Member: Javier Montemayor

Board Member:

Description of Request: For STAAR materials, and incentives for all grade levels at AHS

Estimated Cost of Request: \$500.00

Principal or Director Signature: [Signature] Date: 3/20/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes [checked] No
Signature: Javier Montemayor, Jr. by Griselda Pacheco Date: 03/23/2026

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for processing: boarddiscretionary@uisd.net



**United Independent School District**  
**Board of Trustees Discretionary Funds Request Form**  
**Fiscal Year 2025-2026**

Exhibit A

**Requesting Campus:** Lyndon B. Johnson 9th Grade Campus/Library

**Principal/Director:** Veronica Garza/Associate Principal

**Originators Email:** ajohnson@uisd.net

**Board Member:** Gilbert Aguilar, Jr. District 1

**Board Member:** \_\_\_\_\_

**Board Member:** \_\_\_\_\_

**Description of Request:** \_\_\_\_\_

Requesting discretionary funds for a virtual author visit with Rex Ogle to engage students currently reading his memoir in ELAR. Coinciding with Child Abuse Prevention Month, the session will integrate an informative forum highlighting local safety and support resources. This program turns a classroom reading requirement into a powerful, real-world community connection.

**Estimated Cost of Request:** \$ \$2,000

**Principal or Director Signature:** *LAGarza* **Date:** 3/2/26

**ASSOCIATE SUPERINTENDENT APPROVAL:** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SUPERINTENDENT APPROVAL:** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**BOARD MEMBER APPROVAL:** Yes  No \_\_\_\_\_  
**Signature:** *Gilbert Aguilar, Jr.* **Date:** 03/23/2026  
*by Lriselda Rodriguez*

**BOARD MEMBER APPROVAL:** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**BOARD MEMBER APPROVAL:** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**BOARD APPROVAL DATE:** \_\_\_\_\_

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**United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2025-2026**

Exhibit A

Requesting Campus: Kennedy-Zapata Elementary School

Principal/Director: Erika M. Saldaña

Originators Email: eriksa96@uisd.net

Board Member: Gilbert Aguilar Jr.

Board Member: \_\_\_\_\_

Description of Request: Transportation Buses for 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> Grades Out of Town Field Trips

Estimated Cost of Request: \$ 2,000.00

Principal or Director Signature: Erika M. Saldaña Date: March 24, 2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026  
Dystriselda Rodriguez

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)

Revised: September 4, 2024



United Independent School District  
Board of Trustees Discretionary Funds  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: United South High School

Campus Principal/Director: Martha Alvarez

Originators Email: malvarez@uisd.net cmedel71@uisd.net

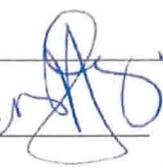
Board Member: Rodolfo "Rudy" Gonzalez

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Fan bus for Boys Basketball playoff game.

Estimated Cost of Request: \$392.76

Principal or Director Signature: Martha J. Alvarez  Date: March 23, 2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: Rudy Gonzalez, Jr. by: Griselda Rodriguez Date: 03/23/2026

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)

Revised: August 15, 2025



United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Salvador Garcia Middle School

Principal/Director: Clotilde Gamez

Originators Email: [nancyc@uisd.net](mailto:nancyc@uisd.net) [clotildeg@uisd.net](mailto:clotildeg@uisd.net)

Board Member: Gilbert Aguilar, Jr. – District 1

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

Estimated Cost of Request: \$1,000.00

Principal or Director Signature: Clotilde Gamez Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026  
by: Driuselda Rodriguez

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Ricardo Molina Middle School

Principal/Director: Alfredo Palapa

Originators Email: [vihinojosa@uisd.net](mailto:vihinojosa@uisd.net) [apalapa@uisd.net](mailto:apalapa@uisd.net)

Board Member: Gilbert Aguilar, Jr. – District 1

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

Estimated Cost of Request: \$800.00

Principal or Director Signature: Alfredo Palapa Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026  
by: Griselda Rodriguez

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Lamar-Bruni Vergara Middle School

Principal/Director: Clare Flores

Originators Email: claref@uisd.net yjaime@uisd.net

Board Member: Gilbert Aguilar, Jr. - District 1

Board Member:

Board Member:

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

Estimated Cost of Request: \$800.00

Principal or Director Signature: Clare Flores Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026
by: Priscilla Rodriguez

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for processing: boarddiscretionary@uisd.net



United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Prada Elementary School

Principal/Director: Vanessa Saldaña

Originators Email: [vasaldana@uisd.net](mailto:vasaldana@uisd.net)

Board Member: Gilbert Aguilar, Jr. – District 1

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

\_\_\_\_\_

\_\_\_\_\_

Estimated Cost of Request: \$500.00

Principal or Director Signature: Vanessa Saldaña Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature: Gilbert Aguilar, Jr. Date: 03/24/2026  
By: Briseida Rodriguez

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Arndt Elementary School

Principal/Director: Griselda Flores-Ibarra

Originators Email: [gflores@uisd.net](mailto:gflores@uisd.net) [ybustamante@uisd.net](mailto:ybustamante@uisd.net)

Board Member: Gilbert Aguilar, Jr. – District 1

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

\_\_\_\_\_

\_\_\_\_\_

Estimated Cost of Request: \$500.00

Principal or Director Signature: *Griselda Flores-Ibarra* Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature: *Gilbert Aguilar, Jr.* Date: 03/24/2026  
*by: Griselda Rodriguez*

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

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

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for processing: [boarddiscretionary@uisd.net](mailto:boarddiscretionary@uisd.net)



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Veterans Memorial Elementary School

Principal/Director: Luz E. Serna Ramirez

Originators Email: luzserna@uisd.net alejandrag@uisd.net

Board Member: Gilbert Aguilar, Jr. - District 1

Board Member:

Board Member:

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

Estimated Cost of Request: \$500.00

Principal or Director Signature: Luz Edith Serna Ramirez Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for processing: boarddiscretionary@uisd.net



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2025-2026

Exhibit A

Requesting Campus: Juarez-Lincoln Elementary School

Principal/Director: Hector Garcia

Originators Email: hectorg@uisd.net clugo@uisd.net

Board Member: Gilbert Aguilar, Jr. - District 1

Board Member:

Board Member:

Description of Request: For teachers, faculty and staff incentives for Teacher Appreciation Week.

Estimated Cost of Request: \$500.00

Principal or Director Signature: Hector Garcia Date: 03/24/2026

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Gilbert Aguilar, Jr. Date: 03/24/2026
by: Briseida Rodriguez

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for processing: boarddiscretionary@uisd.net