



**Centralia School District
Request to Present to the School Board**

Date of Request: _____

Name of Organization/School/Program: _____

Name of Person Making Request: _____ **Title:** _____

Phone #: _____ **E-mail address:** _____

Requested Date of Presentation: _____ **2nd choice date:** _____ **3rd choice date:** _____

Estimated length of presentation: _____ **Number of Presenters:** _____

Will students be presenting? YES NO If "YES" how many? _____

What is the topic of your presentation? Please give a brief description.

Will your presentation require a projector? YES NO

Please note, requests to present to the school board must be made at least two-weeks prior to the date you wish to present. While every attempt will be made to grant requests, they will only be approved as time allows.

Once approved, any paperwork or PowerPoint presentations must be sent electronically to snorman@centralia.wednet.edu for a final review. Presentations must be received by 6:00 am, one week prior to the scheduled meeting.