GILMER COUNTY SCHOOLS
COURTHOUSE ANNEX
201 NORTH COURT STREET
GLENVILLE, WEST VIRGINIA 26351

I. Professional Leave Request

A. I request permission for Professional Leave to attend _____
_____
_____.

B. Date(s) _____

C. Please relate attendance at Professional Meeting to:

1. Goals and Objectives of Gilmer County Board of Education: _____
_____
_____

2. Curriculum: _____
_____
_____

3. Content area of assignment :_____
_____
_____

D. Services of a substitute required? _____

E. Cost of Attendance:

Mileage _____x $ _____ per mile = $ _____
Registration fee(s) $ _____
Miscellaneous Expense: Meals $ _____
Lodging $ _____
TOTAL COST $ _____

Portion of cost to be assumed by Board $ _____
Levy ( ) Operating Budget ( )
Special Educ.( ) Federal Programs ( )
Portion of cost assumed by other agency $ _____

SIGNED _____ **Employee DATE:** _____
APPROVED _____ **Supervisor DATE:** _____
APPROVED _____ **Superintendent DATE:** _____

I would ( ) would not ( ) be willing to share information, techniques, strategies, etc., with professional colleagues through Faculty Meetings, Faculty Senate, Continuing Education, etc.

_____