

## BJM Sustainability Coordinator Request/Approval Form

Date \_\_\_\_\_

Robert Van Keuren  
Director of Human Resources  
Ithaca City School District  
400 Lake Street  
Ithaca, NY 14850

Beverly J Martin Elementary School  
Ithaca City School District  
302 West Buffalo Street  
Ithaca, NY 14850

Mr. Van Keuren:

As a current staff member of Beverly J Martin Elementary School, I would like to express my interest in being a Board of Education approved Sustainability Coordinator at BJM Elementary School during the 20\_\_\_\_ - 20\_\_\_\_ academic year for the following semester(s): *(please circle one or both)*  
1<sup>st</sup> semester (September through January)    2<sup>nd</sup> semester (February through June).

Thank you for your consideration.

Sincerely,

\_\_\_\_\_ (print)

\_\_\_\_\_ (sign)

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I would like to request Board of Education approval for this staff member to be Sustainability Coordinator at Beverly J Martin Elementary School for the 20 \_\_\_\_ - 20 \_\_\_\_ academic year at a stipend of \$1000.00 per semester: *(please circle one or both)* 1<sup>st</sup> semester    2<sup>nd</sup> semester.

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Susan Eschbach