Alissa Lockwood
Principal

Garrie Woods
Assistant Principal

MT. COMFORT ELEMENTARY SCHOOL

Teran Strickland
School Counselor

Engage, Educate, & Empower Today's Students

May 26, 2022

Mt. Vernon Community School Corporation
School Board
1806 W State Road 234
Fortville, IN 46040

RE: Cash Drawers

We request the following cash drawers be available during the 2020-2021 school year at Mt. Comfort Elementary School:

Bookstore
Petty Cash
Library Book Fairs

We will attempt to keep a maximum of $150.00 total in these cash drawers when they are in use during the school year.

Thank you for your consideration.

Sincerely,

Teresa E. McGow-Russell

Teresa E. McGow-Russell
Treasurer/Secretary
Mt. Comfort Elementary School