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**Dr. Lori A. Katz**  
Principal

**Jeff P. Brandes**  
Assistant Principal

**Nick P. Clarkson**  
Assistant Principal



# MT. VERNON

## MIDDLE SCHOOL

**Kaitlin L. Baldwin**  
School Counselor

**Erin E. Brown**  
School Counselor

**Michelle L. Shepherd**  
School Counselor

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May 5, 2026

To: Greg Elkins, MVCSC Business Manager

From: Velina Dalchow, MVMS Treasurer

RE: Change Box

I am requesting approval to establish the following cash box for the summer of 2026 to be used for MVMS concessions only. This will not be commingled with other people using the concession stand, and the District office will be available for Athletics to make a deposit during the summer.

The following box will be locked up during the summer for:

- 1 Athletic concession box with \$325.00 in the box

Thank you,

Velina Dalchow, MVMS Treasurer

cc: Brady Days, Athletic Director