Dr. Myra Berry
Superintendent of Schools

Kelly Dobell
Executive Director of Finance

St. Louis Public Schools - Finance Department

Justification for Travel Requests

(Exception to Travel Policy)

Date of Travel: _____

Purpose of Travel: _____

Participant Name (s): _____

Cabinet Dept. / Location: _____

Travel Reference Policy/Section: _____

Justification of Exception to Travel Policy:

_____ _____

Cabinet Head Signature

Chief Financial Officer Signature/Date

_____

Superintendent of Schools Signature/Date

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