

Detail instructions to be completed on the reverse side

Approved by: _____

Huffman

**Elementary
Reproduction Instructions
2018-2019**

PLEASE CHECK ONE – Document is: Same as previously submitted
 Revised
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Unit Title _____

Whitehall	Number of Copies	Date Needed	Date Completed	Paynter	Number of Copies	Date Needed	Date Completed
Grade 5				Grade 5			
LA – Dzanaj, Mike	30			LA – Brooks, Sandy	30		
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LA – Viola, Michelle	60						
LA – Hayes, Kathy	25						
Math – Bonacorso, Jamie	60			Math – Brooks, Sandy	30		
Math – Dzanaj, Mike	30			Math – Knorr, Kristen	60		
Math – Paulos, Brian	60			Math – Niecgorski, Jason	60		
Math – Pryor, Jenny	60						
Science – Bonacorso, Jamie	60			Science – Brooks, Sandy	30		
Science – Dzanaj, Mike	30			Science – Delon, April	60		
Science – Paulos, Brian	60			Science – Niziol, Natalie	60		
Science – Pryor, Jenny	60						
SS – Dzanaj, Mike	30			SS – Brooks, Sandy	30		
SS – Ehland, Lynn	60			SS – Knorr, Kristen	60		
SS – Ridge, Nancy	60			SS – Niecgorski, Jason	60		
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Attn: Reprographics – Send to the attention of the individual whose name is bolded and/or highlighted.

Please return this form with the **originals** attached (if applicable) to the **Curriculum Office**. Thank You.

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BALDWIN-WHITEHALL SCHOOL DISTRICT

Reprographics Request

Finishing

Sides:	<input type="checkbox"/> 1 sided <input type="checkbox"/> 2 sided		
Paper (if other than 8½ x 11 standard White):			
<input type="checkbox"/>	3-hole punched White		
<input type="checkbox"/>	8½ x 14 White (Legal)		
<input type="checkbox"/>	11 x 17		
<input type="checkbox"/>	Colored Paper		
<input type="checkbox"/>	(Specify Color) _____		
Cover Paper:	<input type="checkbox"/> Color		
	<input type="checkbox"/> Weight _____		

Special Instructions:	
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