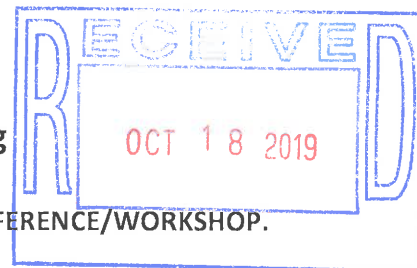


Wellsboro Area School District
227 Nichols Street
Wellsboro, PA 16901



Request to Attend Conference / Meeting

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE REGISTERING FOR THE CONFERENCE/WORKSHOP.

Individual Attending Daren Bryant
Name of Conference 65th PASBO Annual Facilities conference 2020
Location of Conference Pittsburgh David L. Lawrence convection center
Date(s) 3-17 - 3-20-19 Days of Week Tuesday -Friday

Are you an active member of the organization sponsoring this event? ☒ Yes ☐ No

Is this conference directly related to a classroom assignment? ☒ Yes ☐ No

Purpose of conference:

Annual school updates of all the newest and lastest of all associated school facility assests. Including many great seminars to help continue keeping our district safe and run in the most economcial and effcent ways.

Number of school days absent for conference/meeting: 4
Total number of days requested for conference/meeting: 4 (include travel time)

Estimated time of departure: Tuesday 9am
Estimated time of return: Friday 8pm

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: \$259.84
Lodging: \$531.00
Meals: included
Registration: \$349.00
Other: _____
Total Estimated Expenditures: \$1,139.84

SUBSTITUTE NEEDED:

☐ Yes (# of Days) _____
☒ No

**All receipts must be itemized.
Tips are not reimbursable.**

Submitted by: Daren Bryant  Date: 10/17/2019

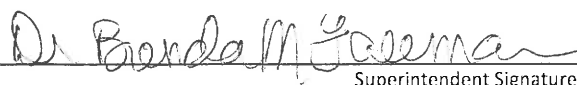
Recommended to Superintendent: ☒ Yes ☐ No

Principal Signature

Account # _____ Amount/% _____

Account # _____ Amount/% _____

Recommended to School Board for Approval:


Superintendent Signature

Date Approved by School Board: _____

Distribution: ☐ Original - District Office

☐ Copy 1 - Teacher

☐ Copy 2 - Building Office