

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 Kristopher Davis
Name of Conference Motivating and managing hard to reach, uninterested and disruptive students
Location of Conference Binghamton, NY Tioga Downs Casino Resort
Date(s) 10-Dec-19 Days of Week Tuesday (1 day)

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:

Training on implementing social emotional learning methods that model respect and promote responsible decision making. Learning to defuse any student, at any time, in any situation. Receiving dozens of high impact instructional strategies to motivate youths at risk.

Number of school days absent for conference/meeting: 1
Total number of days requested for conference/meeting: 1 (include travel time)

Estimated time of departure: 6:30 AM
Estimated time of return: 4:30 PM

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: \$79.46
Lodging: _____
Meals: \$15.00
Registration: \$245.00
Other: _____
Total Estimated Expenditures: \$339.46 + sub costs
total: \$474.46

SUBSTITUTE NEEDED:

☒ Yes (# of Days) 1
☐ No

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

Submitted by: Kristopher Davis Date: 11/7/2019

Recommended to Superintendent: ☒ Yes ☐ No

E. A. Burchett Ed.D.
Principal Signature

Account # _____ Amount/% _____
Account # _____ Amount/% _____

Recommended to School Board for Approval:

Brenda M. Freeman
Superintendent Signature

Date Approved by School Board: _____