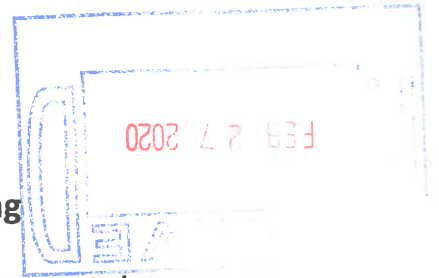


Wellsboro Area School District
227 Nichols Street
Wellsboro, PA 16901



Request to Attend Conference / Meeting

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

Individual Attending Bryan Murphy
Name of Conference Tech Talk Live 2020
Location of Conference Lancaster, PA
Date(s) May 4-6, 2020 Days of Week Monday-Wednesday

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:

Tech Talk Live is a technology conference that focuses on the day-to-day issues that technology professionals face in the educational environment. It's focus is meant for system/network Admins, support techs, application developers and technology leadership in educational environments.

Number of school days absent for conference/meeting: 3
Total number of days requested for conference/meeting: 4 (include travel time)

Estimated time of departure: Noon, May 3rd
Estimated time of return: 6pm, May 6th

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: \$200.00
Lodging: \$362.97
Meals: \$0.00
Registration: \$350.00
Other: \$0.00
Total Estimated Expenditures: \$912.97

SUBSTITUTE NEEDED:
 Yes (# of Days) _____
 No

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

Submitted by: Bryan Murphy Date: 2/27/2020

Recommended to Superintendent: Yes No

Account # 2818.581 Technology Principal Signature _____
Account # _____ Amount/% 100%
Amount/% _____

Recommended to School Board for Approval: Dr. Brenda M. Freeman
Superintendent Signature

Date Approved by School Board: _____

Distribution: Original - District Office Copy 1 - Teacher Copy 2 - Building Office