



Request to Attend Conference / Meeting

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

Individual Attending: Wade Owlett

Name of Conference: The National Forum to Advance Rural Education

Location of Conference: Green Bay, Wisconsin

Date(s): October 20-21

Days of Week: Wednesday through 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:

The purpose of this conference is to advance rural education. There will be workshops for teachers and administrators as well as keynote speakers to address not only what is going on with rural education across our country, but also policy and how that affects the future of rural education. There are a few details to work out, but at this point I am also planning to present at this conference on at-risk students in our rural communities and how we can bring them back into the fold. I answered YES to the above question regarding the relation to a classroom assignment because my students are entering a video essay contest that will be presented at this conference and I may get the opportunity to highlight some of our work, including the videos submitted. The following website offers more information: <https://www.nrea.net/2022-Convention-Research-Symposium>

Number of school days absent for the conference/meeting: 3 (maybe 2.5, depending on flight information)

Total number of days requested for conference/meeting: 3

Estimated time of departure: The morning of October 19 (Wednesday)

Estimated time of return: I will return October 22 (Saturday) and be back to school the following Monday

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel:	378.00
Lodging:	450.00
Meals:	300.00
Registration:	400.00
Other:	000.00
Total Estimated Expenditures:	1,228.00

SUBSTITUTE NEEDED:

Yes (# of Days): 3
 No

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

Submitted by: Wade Owlett *W. Owlett*

Date: March 23, 2022

Recommended to Superintendent: Yes No

B. M. [Signature]

Principal Signature

Account # 10-1110-581-000-20-500-000

Amount/% _____

Account # _____

Amount/% _____

Recommended to School Board for Approval:

R. B. [Signature]

Superintendent Signature

Date Approved by School Board: _____

Distribution: Original - District Office

X-2 P
 Copy 1 - Teacher

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