

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 Karen Farrer
Name of Conference 2022 PA Community of Practice Transition Conference Mission Possible – Transitioning to the Future
Location of Conference Penn Stater Hotel and Conference Center
Date(s) August 10-11, 2022 Days of Week 2

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 primary purpose of this two-day conference is to expand the capacity of youth, family members, schools, and community partners regarding specific issues related to: effective employment and post-secondary educational practices, development of healthy life-styles; and the utility of assistive technology, resources, supports, and services available to youth and families.

Number of school days absent for conference/meeting: 0
Total number of days requested for conference/meeting: 0 (include travel time)

Estimated time of departure: 6:30 AM
Estimated time of return: 6:00 PM

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: \$106.47
Lodging: \$133.20
Meals: \$60.00
Registration: \$110.00
Other: _____
Total Estimated Expenditures: \$409.67

SUBSTITUTE NEEDED:
 Yes (# of Days) _____
 No

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

Submitted by: Karen Farrer Date: 6/10/2022

Recommended to Superintendent: Yes No

Account # 10-2271-360000-00-100 Principal Signature _____
Amount/% _____
Account # _____ Amount/% _____

Recommended to School Board for Approval: S/R Kroger Superintendent Signature _____

Date Approved by School Board: _____

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