

Request to Attend Conference / Meeting

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

Individual Attending Dan Sensenig
 Name of Conference NAFME (National Association for Music Education) National Conference
 Location of Conference Gaylord National Resort & Convention Center, National Harbor MD
 Date(s) November 3-6, 2022 Days of Week Thursday - Sunday

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:
see attached

Number of school days absent for conference/meeting: 2
 Total number of days requested for conference/meeting: 2 (include travel time)
 Estimated time of departure: 6am?
 Estimated time of return: 7pm?

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: $0.625 \times 600 \text{ miles} = \375
 $0.585 \times 600 \text{ miles} = \351.00
 Lodging: approx \$840.00
 Meals: approx \$300.00 - includes student on day 1
 Registration: mine \$255 students \$875
 Other: web. Cost: \$336
 Total Estimated Expenditures: \$2621.00 $50.00 \rightarrow$ approximate \$2981.00

SUBSTITUTE NEEDED:
 Yes (# of Days) 2
 No

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

Submitted by: [Signature] Date: 9/13/22

Recommended to Superintendent: Yes No
[Signature] Principal Signature
 Account # 10-1110-581 Travel exp. Acct. Amount/%
 Account # _____ Amount/%

Recommended to School Board for Approval: [Signature] Superintendent Signature

Date Approved by School Board: _____

NAfME National Chorus Festival and Convention Field Trip Justification Submission

Date: November 3-6, 2022

Student: Hayne Webster, Bass I

Location: Gaylord National Resort & Convention Center, National Harbor, Maryland

This is the first time in Wellsboro Area School District history that we have had a student successfully place into the National Choir! This is a HUGE honor and learning experience for him and for me. Hayne will be working with world class conductors and educators presenting a concert of professional level repertoire. They have several performance experiences for the students. The NAfME National In-Service Conference draws in presenters that are experts in their fields of music from across the nation. The information I gain at these sessions will greatly enhance the instruction we provide here at the high school. All our students benefit from the information that Hayne and I gain from this event.