

District Band

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 Dan Sensesing w/ 2 students *Hayne Webster - Oboe*
 Name of Conference PMEA District 8 Band Festival *Serena Grassner - Euphonium*
 Location of Conference Mountainsville HS
 Date(s) Feb 9+10, 2023 Days of Week Thurs / Fri

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:
 Valuable conductor observations/clinics are provided. This information is used in our own programs where/when appropriate. We are working on some of the same music in our band. Great information always

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: 7am
 Estimated time of return: 10pm

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: (56.4) x .655 = 146.72
 Lodging: Ø commute
 Meals: 120
 Registration: 180
 Other: 336 (sub)
 Total Estimated Expenditures: \$783 - \$0.00

SUBSTITUTE NEEDED:
 Yes (# of Days) _____
 No

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

Submitted by: Daniel S. Sensesing Date: 1/11/23

Recommended to Superintendent: Yes No

 Principal Signature

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

Recommended to School Board for Approval: _____
 Superintendent Signature

Date Approved by School Board: _____

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