

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 CASE Discipline Boot Camp
Location of Conference Virtual
Date(s) 14-Apr-23 Days of Week 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:

New discipline guidance around exclusionary practices, reportedly historic increases in OCR complaints, and the increasing intensity of student behaviors drives the crucial need for the CASE Discipline Boot Camp. This session includes a review of U.S. DOE's extensive July 2022 discipline guidance.

Number of school days absent for conference/meeting: 1
Total number of days requested for conference/meeting: 1 (include travel time)
Estimated time of departure: 7:30 AM
Estimated time of return: 4:00 PM

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: _____
Lodging: _____
Meals: _____
Registration: \$350.00
Other: _____
Total Estimated Expenditures: \$350.00

SUBSTITUTE NEEDED:
 Yes (# of Days) _____
 No

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

Submitted by: Karen Farrer Date: 3/10/23

Recommended to Superintendent: Yes No
Karen Farrer
Principal Signature

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

Recommended to School Board for Approval: Alvin R H
Superintendent Signature

Date Approved by School Board: _____

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