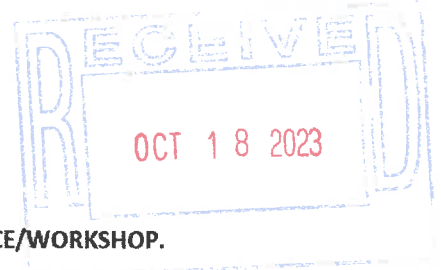


Wellsboro Area School District  
227 Nichols Street  
Wellsboro, PA 16901



### Request to Attend Conference / Meeting

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

Individual Attending Karen Farrer, Jeremy Byrd, Ben Largey, Jake Rogers, Miranda Smith, Nicole Schea, Selina Bogaczyk  
Name of Conference Disability Inclusive Curriculum Pilot Grant Kick-Off Session  
Location of Conference Harrisburg, PA  
Date(s) 11/28-29/2023 Days of Week Tuesday-Wednesday

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:**

Pennsylvania's Disability Inclusive Curriculum Pilot teams, along with all grant applicants, are invited to participate in this "Kick-Off" session. Participants will learn about the various program components, meet community partners, and explore available resources. The afternoon session will provide teams with time to draft an action plan based on the results of their educational environmental scan.

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: 6:30  
Estimated time of return: 6:30

**COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:**

Travel: \$352.00  
Lodging: \$700.00  
Meals: \$400.00  
Registration: \_\_\_\_\_  
Other: \$504.00  
**Total Estimated Expenditures:** \$1,956.00

**SUBSTITUTE NEEDED:**  
 Yes (# of Days) 1 day, 3 subs  
 No

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

Submitted by: Karen Farrer Date: 10/17/2023

Recommended to Superintendent:  Yes  No Karen Farrer  
Principal Signature

Account # \_\_\_\_\_ Amount/% \_\_\_\_\_  
Account # \_\_\_\_\_ Amount/% \_\_\_\_\_

\*Disability Inclusive Curriculum Pilot Grant  
Recommended to School Board for Approval: Adam [Signature]  
Superintendent Signature

Date Approved by School Board: \_\_\_\_\_

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