

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 Matt Hildebrand, Nate Babcock, Ike Cary, Shane Mascho  
Name of Conference Pennsylvanina State Football Coaches Association Clinic  
Location of Conference Penn State University  
Date(s) February 16-17th Days of Week Friday and Saturday

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:  
To learn football schemes, strategies and coaching techniques. Program mangament and development.

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: 3:30 Thursday  
Estimated time of return: 3:00 Saturday

**COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:**

Travel: \$0.00  
Lodging: \$0.00  
Meals: \$0.00  
Registration: \$0.00  
Other: \$300.00 495.00  
**Total Estimated Expenditures: \$300.00 495.00**

**SUBSTITUTE NEEDED:**  
 Yes (# of Days) 1 for 3 teachers  
 No

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

Submitted by: Matt Hildebrand Date: 02/30/2024  
Recommended to Superintendent:  Yes  No  
Principal Signature: [Signature]  
Account # \_\_\_\_\_ Amount/% \_\_\_\_\_  
Account # \_\_\_\_\_ Amount/% \_\_\_\_\_

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

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

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