

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 Kristopher Davis
Name of Conference QBS Recert- Train the Trainer
Location of Conference BLaST - Williamsport, PA
Date(s) June 3rd Days of Week Monday

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:
Recertification to continue being a district trainer for Safety Care (QBS).

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
Estimated time of return: 5:30

COMPLETE THE FOLLOWING ESTIMATIONS OF EXPENSES:

Travel: \$69.58 *104 miles*
Lodging: _____
Meals: _____
Registration: \$700.00
Other: \$165. (Substitute costs)
Total Estimated Expenditures: \$934.58

SUBSTITUTE NEEDED:
 Yes (# of Days) 1
 No

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

Submitted by: Kristopher Davis Date: 2/19/2024

Recommended to Superintendent: Yes No Karen Farrer

Account # PCCD Grant Principal Signature _____
Amount/% 100
Account # _____ Amount/% _____

Recommended to School Board for Approval: Alan R. Superintendent Signature _____

Date Approved by School Board: _____

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



Invoice

IN-026445

QBS LLC
49 Plain St
North Attleboro, MA 02760
billing@qbs.com
<https://qbs.com/>

Bill To
Kristopher Davis
Wellsboro Area School District
227 Nichols St
Wellsboro, Pennsylvania 16901
United States

Issue Date Due Date
2/19/24 2/19/24

Item Name	Unit Price	Quantity	Amount	Total
Safety-Care (v7) 6/3/2024 Williamsport, Pennsylvania Kristopher Davis Recertification 2024-06-03 R-1050344	700.00	1.00	700.00	700.00

Total: 700.00USD
Balance Paid: 0.00USD
Balance Due: 700.00USD

RECEIVED

FEB 20 2024

Wellsboro Area School District
Special Education

[Download W-9](#)

Please note that the Registrant has confirmed their authority to make this purchase and has agreed to the Training Terms and Conditions prior to their submission of this registration. For the full Training Terms and Conditions, please visit www.qbs.com/terms-and-conditions

Any changes to this order, including cancellation and/or rescheduling of the Participant(s) must be made in writing and sent to info@qbs.com ATTEMPTS TO CANCEL BY ANY OTHER MEANS WILL NOT BE HONORED.