

Parkrose School District #3

As Per Board Policy DLC/DLC-AR

Request for Extended Travel

NAME: Sharie Lewis

DATE: February 22, 2022 DEPT/BUILDING District Office

PURPOSE: Iowa ASBO Spring Conference

TRAVEL DETAILS: 1. DESTINATION: March 21-23, 2022

2. DATES: Altoona, Iowa

*****OASBO is paying for the travel*******

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airlines	\$1,226.00
MEALS (PER DIEM)	Per Diem March 21-Breakfast, Lunch, Dinner \$74.00 March 22-Breakfast, Lunch, Dinner \$74.00 March 23 - Breakfast, Lunch, Dinner \$74.00	\$222.00
LODGING	Prairie Meadow Hotel (without tax)	\$624.00
REGISTRATION FEE		0
OTHER Transportation	Taxi or Uber \$60.00 Round Trip	\$60.00
TOTAL		<u>\$2,132.00</u> OASBO is paying for the travel.

BUDGET SOURCE(S):

Travel Budget Code

Amount

Administrative Budget Code _____ 100.2240.0244.100.330.000 _____

\$2,132.00 OASBO is paying for the travel.

BUSINESS SERVICES DIRECTOR SIGNATURE: _____



3/4/22

SUPERVISORS RECOMMENDATION AND COMMENTS:

SUPERVISOR SIGNATURE _____

DATE _____

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

SUPERINTENDENT/DESIGNEE SIGNATURE _____

DATE 3/4/22

BOARD ACTION: _____ APPROVED

_____ DISAPPROVED

DATE: _____

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IASBO SPRING 2022 CONFERENCE

[Register](#) [Tell a Friend \(/members/send.asp?event=1533520\)](#)



3/22/2022 to 3/23/2022

When: March 22-23, 2022

Where: Prairie Meadows Conference Center
1 Prairie Meadows Dr
Altoona, Iowa 50009
United States

Contact: Tara Anderson
tara.iowaasbo@gmail.com (mailto:tara.iowaasbo@gmail.com)
515-681-9532

[REGISTER](#)

Online registration is available until: 3/7/2022

[« Go to Upcoming Event List \(/events/event_list.asp\)](#)

We look forward to our membership gathering for the Spring 2022 Conference Annual Meeting & Trade Show, March 22-23 at Prairie Meadows.

This will be a great opportunity for professional development and networking, along with celebrating the career and retirement of our fearless leader, Nancy!

The full Conference AGENDA with course descriptions can be found [HERE](#) ([/resource/resmgr/conferences/agenda_3_pdf.pdf](#))

Note on Registration Process:

Sessions will be selected after completion of this registration form. You will receive an email from the conference website/app explaining how to sign-in and select your sessions. Your registration will not be complete until you have logged into the conference website and selected sessions.

In addition to our conference dates, we will be offering afternoon user group sessions on Monday, 3/21. Registration information for these is below.

Monday, 3/21/22	Starts At	Ends At	Description
User Group: InTouch Receipting	12:00 PM	4:00 PM	Please complete this google form to attend: CLICK HERE (https://forms.gle/KES9J1BMbYeqdir7)
User Group: Frontline	1:00 PM	4:00 PM	Please complete this google form to attend: CLICK HERE (https://forms.gle/KES9J1BMbYeqdir7)
User Group: Varsity Bound	1:00 PM	4:00 PM	Please complete this google form to attend: CLICK HERE (https://forms.gle/KES9J1BMbYeqdir7)



Iowa ASBO

4312 Pintail Dr | Marion, IA 52302 | 515.681.9532

MEMBER DIRECTORY ([HTTPS://WWW.IOWA-ASBO.ORG/SEARCH/](https://www.iowa-asbo.org/search/))

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