

Request for Extended Travel

NAME: Karen Gray

DATE: May 22, 2013 DEPT/BUILDING District Office

PURPOSE: Community Schools Superintendents Leadership Council

To meet at specially convened national community schools event.

DISTRICT BENEFIT: Share with & learn from national community schools (SUN) community. Best practices national event.

TRAVEL DETAILS: 1. DESTINATION: Washington , DC
2. DATES: June 24 (Evening) – June 27, 2013

Table with 3 columns: ESTIMATED EXPENSES, DESCRIPTION, COST. Rows include TRAVEL, MEALS, LODGING, REGIS/FEES, SUBSTITUTE, OTHER, and TOTAL.

BUDGET SOURCE(S): \*District VISA-Superintendent

1. GENERAL FUND: 100,2321,0342,130,000,000

2. WORKSHOP FUNDS:

3. CONTRACT REQUIREMENT:

4. OTHER:

Handwritten signature and date: mrl 5/23/13

**SUPERVISORS RECOMMENDATION AND COMMENTS:**

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SUPERVISOR SIGNATURE \_\_\_\_\_

**SEND FORM TO SUPERINTENDENT/DESIGNEE:**

**SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:**

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BOARD ACTION: \_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED DATE: \_\_\_\_\_

I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

EMPLOYEE SIGNATURE: Karen Gray

DATE: 5/23/13



Andrea Stevenson <[steveand@parkrose.k12.or.us](mailto:steveand@parkrose.k12.or.us)>

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## Fwd: Opportunity for You: Community Schools Superintendents Leadership Council Convening June 25 in DC

1 message

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**Karen Gray** <[karen\\_gray@parkrose.k12.or.us](mailto:karen_gray@parkrose.k12.or.us)>

Tue, May 21, 2013 at 5:16 PM

To: Susan Fox <[foxsus@parkrose.k12.or.us](mailto:foxsus@parkrose.k12.or.us)>, Andrea Stevenson <[andrea\\_stevenson@parkrose.k12.or.us](mailto:andrea_stevenson@parkrose.k12.or.us)>

----- Forwarded message -----

From: **Diana HALL** <[diana.c.hall@multco.us](mailto:diana.c.hall@multco.us)>

Date: Mon, May 20, 2013 at 7:51 AM

Subject: Opportunity for You: Community Schools Superintendents Leadership Council Convening June 25 in DC

To: Karen Gray <[graykar@parkrose.k12.or.us](mailto:graykar@parkrose.k12.or.us)>

Cc: Kathy Keim-Robinson <[keimkat@parkrose.k12.or.us](mailto:keimkat@parkrose.k12.or.us)>

Hi Karen,

I'm just following up on behalf of our national coalition and AASA to see if you have interest in joining other superintendents who are pursuing community schools as a key strategy for student success for the **Community Schools Superintendents Leadership Council Convening** on June 25th.

**The Coalition is able to cover hotel and meals and offer a \$400 payment to cover your airfare and local travel.**

In my experience as a member of the coalition over the last decade and now as Co-Chair of the Coalition's Community Schools Leadership Network, the connections with peers who are implementing community schools have been tremendously helpful in making our work really drive student outcomes. School leaders have always been part of the core leadership of the Coalition, and recent years have seen more and more districts going to scale with the community school strategy - so it's a particularly exciting time to participate.

The full invitation which speaks more to the focus of this convening - extended learning opportunities and community schools - is below.

If you have any questions about the Coalition or other things, please let me know.

Thanks,  
Diana

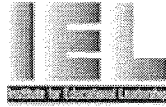
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**From:** Marty Blank

**Sent:** Thursday, March 28, 2013 2:18 PM

**To:** [karen\\_gray@parkrose.k12.or.us](mailto:karen_gray@parkrose.k12.or.us)

**Subject:** Community Schools Superintendents Leadership Council Convening June 25 in DC



Dear Karen,

We are pleased to invite you to participate in the next **Community Schools Superintendents Leadership Council Convening** on June 25 from 9:30-3:30 in Washington, DC.

As you may know, the Council is a network of your peers who support the community school strategy, and is co-sponsored by the American Association of School Administrators (AASA) and the Coalition for Community Schools (Coalition). The Council was first convened at the 2012 AASA conference in Houston and then at the Coalition's National Forum in San Francisco this past May. It is an opportunity for superintendents to support one another, to advance community schools policies and practices at all levels, and to inform the work of the Coalition for Community Schools.

Our June convening will first consider the important role of **expanded learning opportunities** (the time before, during, and after school, over summers and breaks, and more experiential learning during the school day) in enhancing student learning and development. Stories from the field, from Cincinnati to Tulsa, Baltimore to the Bay Area, indicate that community schools serve as an important vehicle for supporting effective and quality ELO activities. During this conversation we will:

- Explore ELO from the superintendent's perspective;
- Define the role of community schools in supporting ELO in your districts;
- Identify the challenges and opportunities you face in creating and implementing ELO, with a specific focus on partnerships; and,
- Solicit recommendations from you on possible scenarios for creating effective ELO.

In addition, as an increasing number of school districts deepen their support for community schools, these questions are emerging: **What does it take to become a full service community school district?** What internal changes, alignment, and integration are necessary to support community schools as a core district strategy? What shifts in leadership and professional development, data sharing, and central office operations must be considered? During this conversation we will begin to answer these questions together.

To help defray expenses, we are pleased that the support of the Wallace Foundation enables us to cover hotel and meals for all participants and offer a \$400 payment to cover your airfare and local travel.

Please RSVP to Heather Naviasky [naviaskyh@iel.org](mailto:naviaskyh@iel.org). Details on hotel and meeting locations will follow.

We look forward to seeing you in Washington in June.

Sincerely,



Martin Blank

Dan Domenech



Coalition for Community Schools  
Institute for Educational Leadership

AASA, The School Superintendents Association

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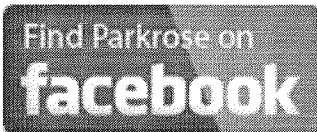
**Diana Hall** | Program Supervisor  
SUN Service System & Community Schools  
421 SW Oak St., Suite 200 | Portland, OR 97204  
Phone: 503.988.4222  
Email: [diana.c.hall@multco.us](mailto:diana.c.hall@multco.us) | Web: [www.sunschools.org](http://www.sunschools.org) |

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Dr. Karen F. Gray  
Superintendent  
Parkrose School District  
(503) 408 2135

Parkrose School District:

ALL STUDENTS READ AND THINK AT HIGH LEVELS



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**2 attachments**



**image001.jpg**  
19K



**image004.jpg**  
54K



Susan Fox &lt;foxsus@parkrose.k12.or.us&gt;

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**Fwd: Trip June 25th**

3 messages

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**Karen Gray** <graykar@parkrose.k12.or.us>

Tue, May 21, 2013 at 5:36 PM

To: Susan Fox &lt;susan\_fox@parkrose.k12.or.us&gt;, Andrea Stevenson &lt;andrea\_stevenson@parkrose.k12.or.us&gt;

Sent from my iPad

Begin forwarded message:

**From:** Heather Naviasky <naviaskyh@iel.org>  
**Date:** May 21, 2013, 1:28:30 PM PDT  
**To:** Karen Gray <karen\_gray@parkrose.k12.or.us>  
**Cc:** Reuben Jacobson <jacobsonr@iel.org>, Colette Tipper <tipperc@iel.org>  
**Subject:** RE: Trip June 25th

Hi Karen,

Thanks for reaching out and letting me know you received the invite. Below is the logistics for the event. In order to attend you just need to book your own flight and let me know what night you need a hotel. Lodging and food are included as well as a \$400 stipend for the flight. Additionally, we are currently expecting 20 superintendents/cabinet level officials who are working hard to integrate the community schools strategy into their district. Please let me know what other information I can provide. I have included logistical information below. Hope you can attend!

All the best,  
Heather

Logistics:

1. The meeting will take place at our offices (Institute for Educational Leadership, 4301 Connecticut Ave, NW, Ste. 100, Washington, DC 20008). We have secured a room block for participants at the Marriott Wardman Park, just 2 metro stops away. We will cover one room night for you. Please contact me at [naviaskyh@iel.org](mailto:naviaskyh@iel.org) and let me know if you would like us to reserve a room for you. Please let me know which night you will need covered. If you are staying for an additional night(s), please let me know and we will indicate to the hotel that you will be covering the costs for those nights.

- a. Hotel Info - 2660 Woodley Rd NW, Washington, DC 20008; **Phone:**(202) 328-2000. The hotel is located directly adjacent to the Woodley Park Metro Station on the Red Line
- b. To get to the hotel you can either take the metro (there are metro stops at both Union

Station and DCA Reagan National Airport) or take a cab. (Approx. costs from Union Station, \$20; DCA,\$30; IAD, \$60)

2. We will provide a \$400 stipend for travel. Please book your own travel.
3. The meeting (June 25<sup>th</sup> 10AM-3PM EST) and meals will take place at the IEL offices.
4. Please let us know if you will be arriving on the night of the 24<sup>th</sup>. We will be hosting a dinner at a TBD location and would be happy if you could attend.

\*NOTE: We need to book the rooms ASAP – please let us know as soon as you can!

If you have any logistical questions please do not hesitate to reach out to me at [naviaskyh@iel.org](mailto:naviaskyh@iel.org) or at 202-822-8405 x115

If you have any questions regarding the agenda please reach out to Reuben Jacobson at [jacobsonr@iel.org](mailto:jacobsonr@iel.org) or at 202-822-8405 x131

Heather Naviasky

Program Associate, Center for Family School and Community  
T:202-822-8405 x111| E: [naviaskyh@iel.org](mailto:naviaskyh@iel.org)

**NEW ADDRESS EFFECTIVE APRIL 1, 2013**

Institute for Educational Leadership  
4301 Connecticut Ave. N.W. | Suite 100 | Washington, DC 20008  
[www.iel.org](http://www.iel.org) | [www.fcentwork.iel.org](http://www.fcentwork.iel.org) | [www.communityschools.org](http://www.communityschools.org)

Fax: 202-872-4050

**From:** Karen Gray [[mailto:karen\\_gray@parkrose.k12.or.us](mailto:karen_gray@parkrose.k12.or.us)]  
**Sent:** Tuesday, May 21, 2013 4:12 PM  
**To:** Heather Naviasky  
**Subject:** Trip June 25th