

Request for Extended Travel

NAME: CHRISTINE BLOUKE

DATE: NOVEMBER 18, 2010 DEPT/BUILDING TECHNOLOGY

PURPOSE: 2011 SCHOOLDUDE UNIVERSITY TRAINING

DISTRICT BENEFIT: School Dude is an online management system for the Parkrose School District's technology department. This system provides the management of work orders, help desk tickets, and inventory management.

TRAVEL DETAILS: 1. DESTINATION: MYRTLE BEACH, SC
 2. DATES: APRIL 8-13, 2011

<i>ESTIMATED EXPENSES:</i>	<i>DESCRIPTION</i>	<i>COST</i>
TRAVEL	AIRLINE	\$654.31
MEALS	PER DIEM 5 DAYS X \$66.00	\$396.00
LODGING	KINGDOM PLANTATION \$117.60 WITH TAX X 5 DAYS	\$588.00
REGIS/FEES	TUITION	\$350.00
SUBSTITUTE		0
OTHER	RENTAL CAR -APR. 8-13	\$154.50
TOTAL		\$2,142.81

BUDGET SOURCE(S): 01-79-2240-64-0244
 1. GENERAL FUND: _____
 2. ~~WORKSHOP FUNDS~~: 01-79-2240-64-0244
 3. CONTRACT REQUIREMENT: _____
 4. OTHER: _____

mrl 1/4/11

SUPERVISORS RECOMMENDATION AND COMMENTS:

Attendance at School Dude University will increase our Technology Coordinator's knowledge base and understanding of best practices in the use of this system. She will be able to bring this knowledge back to the district and train our technology technicians.

SUPERVISOR SIGNATURE Yec. Mantell

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

approved - K Gray
1/9/11

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: Christine Blouke

DATE: Dec 15, 2010