

Request for Extended Travel

NAME: Sharie LewisDATE: May 30, 2017 DEPT/BUILDING District OfficePURPOSE: Sharie Lewis was chosen to attend the AASA/ASBO Legislative Advocacy Conference in Washington, DC.DISTRICT BENEFIT: This is a great opportunity to represent Parkrose
Along with all school districts in the country as a member of the
Legislative Advisory Committee.TRAVEL DETAILS: 1. DESTINATION: Washington, DC2. DATES: July 9-12, 2017Only 5 individuals
Selected to represent the
ASBO in the country.*****ASBO INTERNATIONAL IS PAYING FOR REGISTRATION, HOTEL, AIRLINE, PER DIEM & SHUTTLE****

We send an invoice to the ASBO conference for airline ticket, per diem & shuttle. They have already booked the hotel.

Great honor
for Parkrose.

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airlines \$767.80	\$ 767.80
MEALS	Per Diem Conference Provides: July 11 & 12: Breakfast July 10 & 11: Evening Receptions July 9: Breakfast, Lunch, Dinner \$64.00 July 10: Breakfast, Lunch \$31.00 July 11 & 12: Lunch \$32.00	\$ 127.00
LODGING	Hyatt Regency on Capitol Hill Rate per night \$290.00 (Conference already has booked a room)	\$ 0
REGIS/FEES	Full Registration is \$149.00 (Conference is paying for the registration)	\$ 0
SUBSTITUTE		\$ 0
OTHER	Supershuttle Round Trip \$ 30.00 (Conference is paying for the shuttle)	\$ 30.00
TOTAL		\$ 924.80

BUDGET SOURCE(S):

Travel Budget Code

Amount

GENERAL FUND:

WORKSHOP FUND:

OTHER:

BUSINESS SERVICES DIRECTOR SIGNATURE:

5/31/17

SUPERVISORS RECOMMENDATION AND COMMENTS:

great opp.

SUPERVISOR SIGNATURE

K. F. Gray

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

please approve K. Gray 5/31/17

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: _____

DATE: _____



**Parkrose
School District**
Portland, Oregon

Sharie Lewis <lewisha@parkrose.k12.or.us>

Re: Legislative Advisory Committee Call 5/23

2 messages

Elleka Yost <eyost@asbointl.org>

Wed, May 24, 2017 at 1:48 PM

To: "Imcghee@thomasvilleschools.org" <Imcghee@thomasvilleschools.org>, "ekoczela@messmerschools.org" <ekoczela@messmerschools.org>, "clinderman@gvdsd.org" <clinderman@gvdsd.org>, "dpyan0@sowashco.org" <dpyan0@sowashco.org>, "jacoby.debbie@unionps.org" <jacoby.debbie@unionps.org>, "cborreca@thompsonhorton.com" <cborreca@thompsonhorton.com>, "bmaggard@thompsonhorton.com" <bmaggard@thompsonhorton.com>, "jhimes@pasbo.org" <jhimes@pasbo.org>, "dcosterison@indiana-asbo.org" <dcosterison@indiana-asbo.org>, "brendab@norman.k12.ok.us" <brendab@norman.k12.ok.us>, "karen.smith1@cfisd.net" <karen.smith1@cfisd.net>, "sharie_lewis@parkrose.k12.or.us" <sharie_lewis@parkrose.k12.or.us>

Cc: John Musso <jmusso@asbointl.org>, Siobhan McMahon <smcmahon@asbointl.org>, Elleka Yost <eyost@asbointl.org>

Committee members,

Thank you for participating in the Legislative Advisory Committee (LAC) phone conference on Tuesday, May 23. We appreciate your feedback and will incorporate your comments into ASBO International's 2017 Legislative Agenda for further LAC review. Meanwhile, if you plan to attend the 2017 Legislative Advocacy Conference, please find more information below and let us know as soon as possible.

What: 2017 ASBO-AASA Legislative Advocacy Conference

When: July 10–12, 2017

Where: Hyatt Regency Hotel on Capitol Hill—400 New Jersey Ave. NW, Washington, DC, 20001

Websites: <http://asbointl.org/Legislative> and <http://www.aasa.org/legconf.aspx>

How to Register? Print and fill out this event registration form (also attached). Under the "Payment Information" section, in the area labeled "Charge above total to:," please write "ASBO International" so AASA will send us the invoice. Please fax the completed form to AASA and let us know when you've submitted it.

More Information:

ASBO International will cover LAC members' expenses to attend the conference for event registration, hotel/lodging, and related travel. We will cover the event registration fee and hotel rooms upfront, but will reimburse eligible travel expenses. Rooms are already booked so please let us know which dates you plan to attend (check-in is Sunday, July 9 and check-out is Wednesday, July 12). For travel expenses, please fill out the attached travel voucher and submit it with receipts of proof of purchase to request reimbursement from ASBO International.

Please email me at eyost@asbointl.org if you have any questions or would like help with booking appointments to meet your elected officials during the conference. As the event approaches, we will provide a detailed agenda for attendees.

Thank you.

Elleka Yost

Hosted in partnership by:



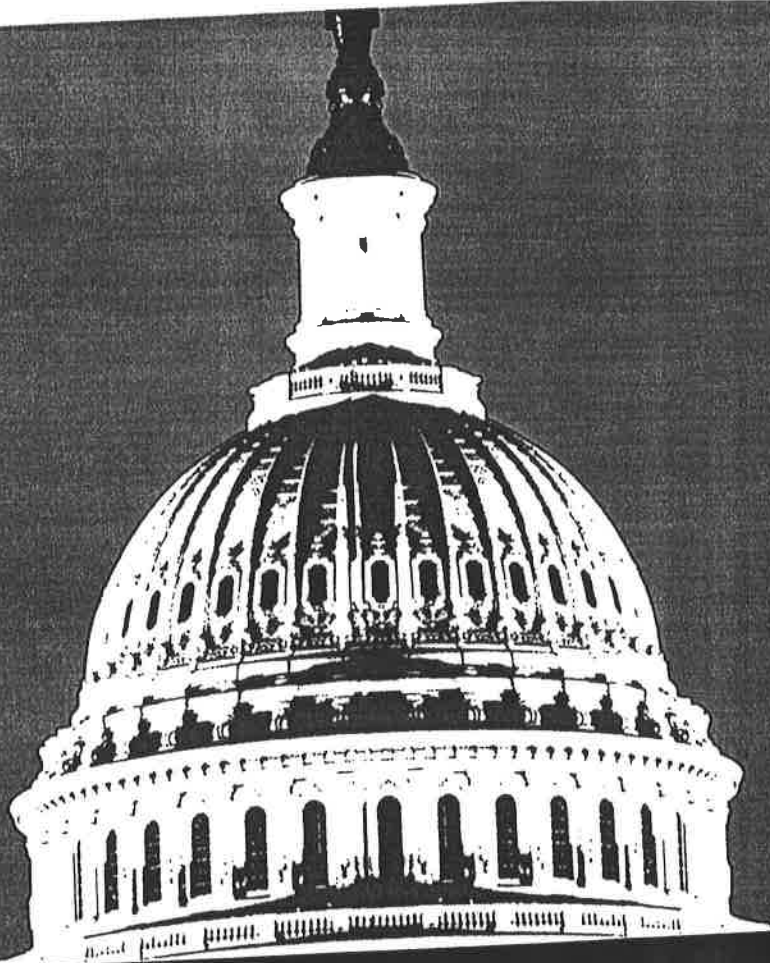
ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS
INTERNATIONAL

LEGISLATIVE ADVOCACY★

CONFERENCE

JULY 10-12, 2017

Hyatt Regency on Capitol Hill
Washington, DC



SPEAK OUT FOR PUBLIC EDUCATION

Opportunities include panel discussions with key Hill staff, a legislative breakfast featuring elected officials, the latest information on the 2016 election and what it means for schools, and time for you to meet with your representatives and senators.

- Secretary Betsy DeVos, *invited*
- Voices on ESSA: Key education stakeholders, civil rights groups and Hill staff talk about ESSA implementation, what it means in the context of what the law intended and what to expect in 2017-18.
- Hill Prep: Dedicated time is set aside for you to collaborate with others from your state before you hit the Hill. What meetings do you have? Who will attend? What messages will you prioritize?
- SCOTUS & Education: Long-time AASA friend and education attorney Maree Sneed walks through the details of the three education-related cases heard by the Supreme Court this term.
- Refuting Vouchers: In an environment focused on school choice, focus on ways we can better message and advocate to "sell" public schools.
- And more!

REGISTER TODAY – LIMITED SPACE AVAILABLE!

www.aasa.org/legconf.aspx

Attend School Research Nexus's Superintendent Leadership Conference prior to AASA's Advocacy Conference
www.srnexus.com/WashingtonDC

2017 AASA Legislative Advocacy Conference

July 10-12, 2017

Hyatt Regency on Capitol Hill, Washington, DC

[Register Here](#) or [download PDF Form*](#)

**to pay by PO or check please use the PDF form*

Agenda

Monday, July 10

8am – 1:30pm

Registration

12:30 – 5pm

Advocacy Conference

5 – 6pm

Reception

Tuesday, July 11

7am – 5pm

Registration

7:15 – 9am

Congressional Breakfast

Congressional members stop by to share comments on education.

10am – 4:30pm

Hill Visits

6– 7pm

AASA President's Installation

7 – 8pm

AASA President's Reception

Wednesday, July 12

7– 8am

Breakfast

8 – 10:30am

Advocacy Conference

Your trip is in 44 days.

Airline Confirmation Number: United Airlines: GMP3BJ, Frontier Airlines: F2H2GY

Priceline Trip Number: 127-547-473-40

Confirmation emailed to: susan_fox@parkrose.k12.or.us

Portland → Washington Washington → Portland

Sun Jul 9 - Wed Jul 12, 2017 1 Passenger



Your trip is unprotected.

Add trip insurance for \$24.66/person
Offer expires 05/27/17 at 05:48 PM EST

- ✓ 100% Trip Interruption Protection
- ✓ Baggage and Personal Effects
- ✓ 100% Trip Cancellation Protection

[More Info](#)



This trip is a combination of two one-way tickets, each is subject to its own rules and regulations. [Click Here for More Details.](#)

Passengers: **Sharie Lynn Lewis**

Sun Jul 9 **Portland → Washington** **1 one way ticket**

PDX → IAH



5:30 AM – 11:35 AM

United Airlines Flight 279

4h 5m, 1822 miles

Depart: Portland Intl Airport (PDX), Portland, OR

Arrive: George Bush Intercontinental Airport (IAH), Houston, TX

Basic Economy - Airbus A319

This fare does not allow carry-on bags or advance seat selection.

1h 15m layover in Houston

IAH → DCA



12:50 PM – 5:04 PM

United Airlines Flight 788

3h 14m, 1206 miles

Depart: George Bush Intercontinental Airport (IAH), Houston, TX

Arrive: Ronald Reagan Washington National Airport (DCA), Washington, DC

Basic Economy - Airbus A319

This fare does not allow carry-on bags or advance seat selection.

This flight departs Sun, Jul 9 and arrives on Sun, Jul 9.

Departing:

Free Cancellation until 11:29 PM on 05/29/2017 EDT. After that time standard airline cancellation and change penalties apply. See your airlines full fare rules [here](#).

Estimated fees for baggage and other optional services.

[Cancel Departing Flight](#)

Wed Jul 12 **Washington → Portland** **1 one way ticket**

DCA → DEN



1:39 PM – 3:30 PM

Summary of Charges / Receipt

Total price: \$767.80

Purchase date: May 26, 2017

Payment method: Visa (8798)

Billing name: Susan A Fox

Portland → Washington

Ticket Cost: \$406.00

Taxes & Fees: \$33.80

Washington → Portland

Ticket Cost: \$305.20

Taxes & Fees: \$22.80

Passengers: 1

Total price: \$767.80

Prices are in US dollars

Please note: Because this trip combines two one-way tickets, the Total Cost will be shown on your credit card statement in separate charges from priceline and our travel partners.

This Itinerary Including Summary of Charges is your official receipt.

Airline Contact Information

United Airlines

1-800-864-8331

www.united.com

Confirmation Number:

GMP3BJ

Frontier Airlines

1-801-401-9000

www.flyfrontier.com

Confirmation Number:

F2H2GY

Need Help?

Frontier Airlines Flight 265
3h 51m, 1471 miles

Depart: Ronald Reagan Washington National Airport (DCA), Washington, DC

Arrive: Denver Intl Airport (DEN), Denver, CO

Economy Class - Airbus A320

See more contact methods

40m layover in Denver

DEN → PDX



4:10 PM – 5:57 PM

Frontier Airlines Flight 245
2h 47m, 989 miles

Depart: Denver Intl Airport (DEN), Denver, CO

Arrive: Portland Intl Airport (PDX), Portland, OR

Economy Class - Airbus A321

This flight departs Wed, Jul 12 and arrives on Wed, Jul 12.

Returning:

Free Cancellation until 5:18 PM on 05/27/2017 EDT. After that time standard airline cancellation and change penalties apply. See your airlines full fare rules [here](#).

Estimated fees for baggage and other optional services.

Cancel Returning Flight

Important Information

United Airlines

Your flight includes a basic economy fare, United's most restrictive fare. The following restrictions apply:

- No advance seat selection: Seats are automatically assigned at check-in and families and groups traveling together are not guaranteed to sit together;
- No full-sized carry-on bag: A passenger may travel with only one personal item that fits under the seat in front of him or her. Only limited exceptions apply for MileagePlus® Premier® members, the primary card member of a qualifying MileagePlus credit card, or Star Alliance Gold members. If an exception does not apply, passengers who bring a full-sized carry-on to the gate will have that luggage checked and will be subject to the applicable checked baggage fee plus a \$25 USD gate handling charge;
- Nonrefundable and no changes: Ticket changes and refunds are not allowed except as stated in the United 24-hour flexible booking policy. This includes advanced changes and same-day changes, even for MileagePlus® Premier® members®;
- No upgrades and limits on award miles: MileagePlus® members, including Premier® members, will not receive Premier® qualifying credit or lifetime miles; paid, earned, complimentary or mileage upgrades; or Economy Plus® seating benefits

Airline schedules can change. Please visit your airline's website to reconfirm your flight information and check-in location prior to each departure.

Airline tickets are non-transferrable. Name changes or adjustments are not allowed once purchased.

Airfares and flight availability are not guaranteed until purchased.

You will be issued electronic tickets. Remember to bring a valid government-issued photo ID with you to check-in.

Notice of Incorporation Terms

Passenger & Ticket Information

Sharle Lynn Lewis

Flight	Seat	Ticket Number
Portland → Houston United Airlines Flight 279	Assigned at check-in	0168604628396
Houston → Washington United Airlines Flight 788	Assigned at check-in	0168604628396
Washington → Denver Frontier Airlines Flight 285	Choose (Unassigned)	5231469225349
Denver → Portland Frontier Airlines Flight 245	Choose (Unassigned)	5231469225349

Tell us what you think

On a scale of 0-10, how likely is it that you would recommend our website to a friend or colleague?

0 1 2 3 4 5 6 7 8 9 10