



Parkrose School District #3  
 As Per Board Policy DLC/DLC-AR  
 Request for Extended Travel  
 (Travel Outside 200 Miles)

The Parkrose School Board asks that extended travelers (or their supervisors) present for a few minutes at a Board meeting following their conference. Please make arrangements with the Board Secretary.

NAME: ~~Michael Lopes~~ Andre Goodlow

DATE: September 19, 2023

DEPT/BUILDING DO

PURPOSE: 2023 AASA NCE Here For The Kids National Conference on Education and Presenting

TRAVEL DETAILS: DESTINATION : San Diego, CA  
 DATES: February 14-18, 2024

*Cognia  
tbl.due*

ESTIMATED EXPENSES:	DESCRIPTION	COST
TRAVEL	Airline	\$258.00
LODGING	Manchester Grand Hyatt San Diego	\$1,466.00 with tax
PER DIEM	Per Diem Feb 14 - \$74.00 Feb 15- \$74.00 Feb 16-\$74.00 Feb 17-\$74.00 Breakfast, Lunch, Dinner \$74.00 x 4 days	\$ 296.00
REGISTRATION	Registration	\$ 0
OTHER	Transportation Taxi \$50.00 Round Trip	\$ 50.00
TOTAL		\$ 2,070.00

BUDGET SOURCE(S) NAME:

Travel Budget Code

Amount

~~Superintendent General Fund 100-2321-0342 130,000.000 - all~~

Administrative PD Budget for \$all

Total



BUSINESS SERVICES DIRECTOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

SUPERVISORS RECOMMENDATION AND COMMENTS:

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

DATE: \_\_\_\_\_

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

SUPERINTENDENT/DESIGNEE SIGNATURE *Miguel Ferrer*

DATE: 9/2/23

12.7.23

BOARD ACTION:

APPROVED

DISAPPROVED

DATE: \_\_\_\_\_