



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: Tami Booth

DATE September 15, 2021 DEPT/BUILDING District Office

PURPOSE: 2021 ASBO International's Annual Conference

TRAVEL DETAILS: 1. DESTINATION: Milwaukee, Wisconsin

2. DATES: October 12-16, 2021

*****Won a \$2,000.00 scholarship to pay for attending the ASBO International's Annual Conference on October 13-16, 2021*****

ESTIMATED EXPENSES:	DESCRIPTION	COST
TRAVEL	Airline Ticket	\$ 432.76
LODGING	Hyatt Regency Milwaukee Oct 12-15 \$873.18 with tax	\$ 873.18
PER DIEM	Per Diem - Conference Provides Oct 14- Lunch & Dinner -Oct 15 Lunch Oct 12 Lunch- Dinner \$50.00 Oct 13 Breakfast-Lunch-Dinner \$66.00 Oct 14 Breakfast \$16.00 Oct 15 Breakfast & Dinner \$49.00 Oct 16- Breakfast -Lunch-Dinner \$66.00	\$ 247.00
REGISTRATION		\$ 760.00
OTHER	Uber \$24.00 one way \$48.00 Round Trip	\$ 48.00
TOTAL		\$ 2,360.94 -\$2,000.00 Scholarship 360.94

BUDGET SOURCE(S) NAME: Administrative Travel Budget Code Amount
100.2240.0244.100.330.000 \$360.94

BUSINESS SERVICES DIRECTOR SIGNATURE: [Signature] DATE: 9/15/21

SUPERVISORS RECOMMENDATION AND COMMENTS: *Great opportunity for her to learn with peers around the County,*

SUPERVISOR SIGNATURE: [Signature] DATE: 9/15/21

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

SUPERINTENDENT/DESIGNEE SIGNATURE: [Signature] DATE: 9/15/21

BOARD ACTION: _____ APPROVED _____ DISAPPROVED DATE: _____



Tami Booth <christam@parkrose.k12.or.us>

Congratulations! You received a scholarship for ASBO International's Annual Conference

4 messages

Josie Hummert <jhummert@oasbo.com>
Bcc: tami_booth@parkrose.k12.or.us

Tue, Aug 17, 2021 at 12:48 PM

Congratulations! You are one of the lucky winners of a \$2,000 scholarship to help offset costs for you to attend ASBO International's Annual Conference in Milwaukee, Wisconsin, October 13-16, 2021.

Please respond to me by August 20, to confirm you will use the scholarship.

If you need help convincing the powers that be that this is a great professional development investment, ASBO International has some great resources to help you build your case. Additionally, any of the OASBO Board members or Vicki Robinson (the Oregon group coordinator extraordinaire) are a great resource for you.

If you aren't going to be able to use the scholarship, please let me know as soon as possible as we have a list of alternates that would love the opportunity.

REGISTRATION**Registration needs to be completed by August 31.**

Register yourself online and mark "Bill Me" so that we can pay your registration fee directly to ASBO.

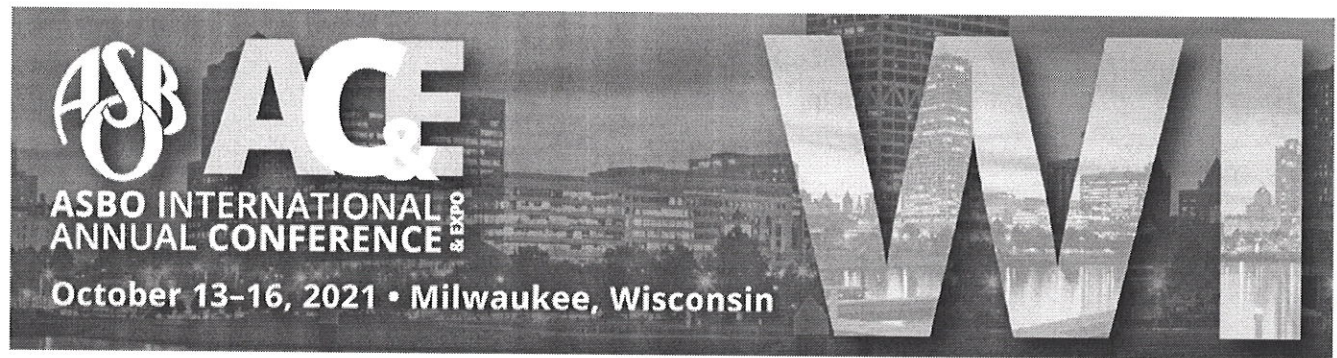
- When asked for a PO, use OASBO21.
- **Members:** Choose the "Professional" registration only for \$760.
- **Non-Members:** Choose the "Professional Package" for \$1000. Choose this option regardless of whether you will maintain membership in future years.
- Send your registration confirmation or invoice to me by forwarding the email they send to you or printing and pdf'ing the confirmation on the screen when you finish the process. The confirmation must include the registration total due.
- If you prefer to pay for registration yourself and then request reimbursement after you have returned, please let me know.

TRAVEL

- Make your own flight and hotel reservations. There are several other hotels in the immediate area should the two with ASBO room blocks be filled.
- Be sure to keep Wednesday, Thursday, and Friday evenings open as we organize and are invited to activities and/or dinner each night.
- Stay tuned for more Oregon specific events/opportunities as we finalize details. We'll be sending a follow up form soon to ask for additional details we need including your arrival and departure dates.
- Watch for the apparel ordering information so that you can order in time to receive your items before you leave for the conference. You will have an opportunity to order shirts for any guests joining you but you will be responsible for the cost of those shirts. We will bill you post-conference.
- Download the reimbursement form you'll use to request the remainder of your scholarship dollars once you've returned. You must download the document, save to your computer, and then fill in the details. We require receipts and will reimburse based on actual cost up to the scholarship amount.

If you have any questions, let me know.

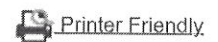
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Josie Hummert
Executive Assistant
OASBO
o 503-480-7209
www.oasbo.com



Schedule

Schedule is subject to change. (IO) Invitation Only.

For more information, please explore the exciting range of [Session Types](#) that will be offered in Milwaukee.



Tuesday, October 12

- 3:00 PM - 6:00 PM** Emerging Leaders Scholarship Workshop (IO)
- 4:30 PM - 7:00 PM** Certification Commission Meeting and Dinner (IO)
- 5:45 PM - 6:30 PM** First Timers Networking Reception and Orientation
- 6:00 PM - 8:00 PM** Emerging Leaders Dinner (IO)

Wednesday, October 13

- 7:30 AM - 6:00 PM** Registration
- 8:00 AM - 9:30 AM** Education Committee Planning Session
- 8:15 AM - 9:00 AM** SFO Reception (IO)
- 9:15 AM - 10:00 AM** Coffee Break
- 10:00 AM - 11:00 AM** Education Sessions
- 11:15 AM - 12:15 PM** Education Sessions
- 2:00 PM - 4:15 PM** Education Sessions
- 5:30 PM - 6:15 PM** MBA Reception (IO)
- 6:30 PM - 7:30 PM** Welcome to Milwaukee Mixer
Location: Hyatt Regency Milwaukee
- 7:30 PM - 9:30 PM** President's After Party
Hosted by: Iowa ASBO
Location: Hyatt Regency Milwaukee

Thursday, October 14

7:30 AM - 4:00 PM	Registration
8:00 AM - 9:00 AM	Solutions Circuit
8:45 AM - 9:15 AM	Coffee Break
9:15 AM - 11:15 AM	General Session
11:30 AM - 2:30 PM	Exhibits Marketplace
12:30 PM -	Lunch in Exhibits Marketplace
1:00 PM - 1:45 PM	COE Reception (IO)
1:30 PM - 2:30 PM	Affiliate Executive Directors Group Meeting (IO)
2:45 PM - 3:45 PM	Education Sessions
2:45 PM - 4:45 PM	Education Sessions/Deep Dives
4:00 PM - 5:00 PM	Education Sessions
5:15 PM - 6:15 PM	Pinnacle Awards Reception (IO) Location: Hyatt Regency Milwaukee
6:30 PM - 8:00 PM	Eagle Awards Dinner (IO) Location: Hilton Milwaukee City Center
6:30 PM - 8:00 PM	Pinnacle Awards Dinner (IO) Location: Hyatt Regency Milwaukee
8:00 PM - 10:00 PM	Joint Affiliate Candidate Dessert Reception Location: Hyatt Regency Milwaukee Hosted by: Arizona, Colorado, Illinois, Iowa, Kansas, Ohio, Pennsylvania, Texas, Washington, and Wisconsin

Friday, October 15

7:30 AM - 4:00 PM	Registration
8:15 AM - 9:15 AM	Solutions Circuit
9:30 AM - 10:30 AM	Education Sessions
10:15 AM - 10:45 AM	Coffee Break
10:45 AM - 12:15 PM	Second General Session
12:30 PM - 2:30 PM	Exhibits Marketplace
1:00 PM -	Lunch in Exhibits Marketplace

1:45 PM - 2:30 PM Eagle Reception (IO)

2:45 PM - 3:45 PM Education Sessions

4:00 PM - 5:00 PM Education Sessions

Saturday, October 16

7:30 AM - 8:00 AM Coffee Break

7:30 AM - 10:00 AM Registration

8:00 AM - 8:45 AM Emerging Leaders Scholarship Reception (IO)

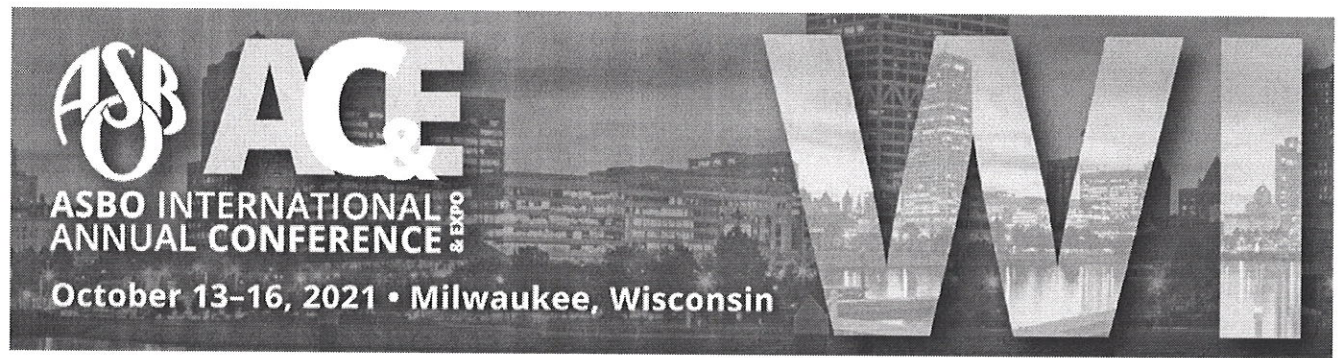
8:00 AM - 9:00 AM Education Sessions

9:15 AM - 10:15 AM Education Sessions

10:30 AM - 11:30 AM Education Sessions



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Registration

ASBO International's Annual Conference & Expo is the premier professional development event for school business officials.

Register Now!

ASBO International is not responsible for any refunds on registration, hotel, or flights if participants are unable or unwilling to travel after registering.

Need to make a change to your registration?

- Roll your registration to AC&E 22 in Portland, Oregon, or transfer registration to someone on your team.
- For virtual options, please contact the ASBO Education Team at education@asbointl.org.
- If you cancel by September 10, ASBO International will waive the cancellation fee.

For exhibit booth registration information, [Click here](#).

Need help getting approval from your supervisor to attend? [Click here](#).

Attendees will experience:

- Nearly 70 education sessions to choose from.
- Networking opportunities with school business professionals from around the world.
- The latest solutions and services for school districts in the Exhibits Marketplace.
- Inspiring keynote speakers.

AC&E IN-PERSON EVENT REGISTRATIO

Full Registration	Early Bird Through 8/31/21		Regular Pricing	
	Member	Non-Member	Member	Non-Mem
Professional Package <i>(Registration + Dues)</i>	\$1000	\$1000	\$1100	\$110
Professional <i>(Registration only)</i>	\$760	\$1025	\$860	\$112
Emeritus <i>(Registration only)</i>	\$110	-	\$125	-
Industry Supplier <i>(Registration only)</i>	\$2050	\$2515	\$2150	\$261



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