

Request for Extended Travel

NAME: Michael Lopes – District Office, Carrie Younglund (Putsch) - Parkrose Middle, Erin Voelker-Parkrose Middle

DATE: October 31, 2016 DEPT/BUILDING District Office/Parkrose Middle School

PURPOSE: 2017 Mid School Math National Conference

DISTRICT BENEFIT: 3 members of district math team to learn about needs in Middle School Mathematics.

TRAVEL DETAILS: 1. DESTINATION: Santa Fe, NM

2. DATES: March 2-4, 2017

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airline \$350.00 x 3 tickets	\$ 1,050.00
MEALS	March 2-4 –Breakfast, Lunch, Dinner \$64.00 x 3 days x 3 people	\$ 576.00
LODGING	La Fonda Hotel \$99.00 without tax x 3 days x 3 rooms	\$ 891.00
REGIS/FEES	Early Bird Registration Cost: \$ 395.00 x 3	\$ 1,185.00
SUBSTITUTE		
OTHER	Super Shuttle \$55.00 Round Trip x 3	\$ 165.00
TOTAL		\$ 3,867.00

BUDGET SOURCE(S):

Admin PD Fund:

Registration: 100.2240.0641.100.330.000

Travel: 100.2240.0342.100.330.000

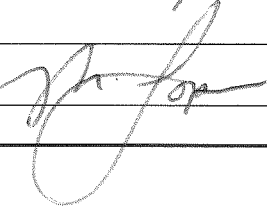
BUSINESS SERVICES DIRECTOR SIGNATURE: _____

[Signature] 11/1/16

SUPERVISORS RECOMMENDATION AND COMMENTS:

Jo Boaler's work has a great influence on math instruction, particularly with Middle School students. This can have a lasting impact in building leadership capacity in Mathematics.

SUPERVISOR SIGNATURE



SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

please approve -
matches our K-12
math investigation.
Koray

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: _____



Susan Fox <foxsus@parkrose.k12.or.us>

Need Travel Request (2017 MidSchoolMath National Conference)

1 message

Jayson Smith <jayson_smith@parkrose.k12.or.us>
To: Susan Fox <foxsus@parkrose.k12.or.us>

Mon, Oct 31, 2016 at 9:14 AM

Hi Susan,

We need a travel request that covers registration fees, per diem, hotel and travel for these folks:

- Michael Lopes
- Carrie Younglund (Putsch)
- Erin Voelker

to attend:

2017 MidSchoolMath National Conference

The fund is:

Admin PD Funds:

Registrations (\$395 ea):

100.2240.0641.100.330.000

Travel:

100.2240.0342.100.330.000

Please let me know if you need anything that you can't find on the site.

Thanks!

--

Jayson A. Smith
Administrative Assistant, Digital Media Specialist



School Improvement Department
10636 NE Prescott
Portland OR 97220
ph: 503-408-2104
Fax: 503-408-2140

2017 MidSchoolMath National Conference

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STOP THE DROP

THE NEW PARADIGM

March 3-4, 2017 | Santa Fe, NM

[Register Now](#)



"The Mindset Revolution: Teaching Mathematics for a Growth Mindset"

Keynote by Jo Boaler, Friday March 3, 2017

Receive Jo Boaler's newest e-book, *Mathematical Mindsets: Unleashing Students' Potential through Creative Math, Inspiring Messages and Innovative Teaching*, with your registration!

MidSchoolMath National Conference



Conference Venue

Explore all that the city of Santa Fe has to offer while you're here for the national conference.

[Conference Venue](#)

Agenda/Speakers

Learn about the Conference agenda and the pre-conference workshop on Thursday, March 2: Leaders for the New Paradigm: A pre-conference workshop for District Leaders, Curriculum Directors, Principals and Math Coaches.

[Conference Agenda](#)

Call for Presenters

Join MidSchoolMath and Jo Boaler in inspiring teachers to truly change the way they teach math! [Learn more.](#)

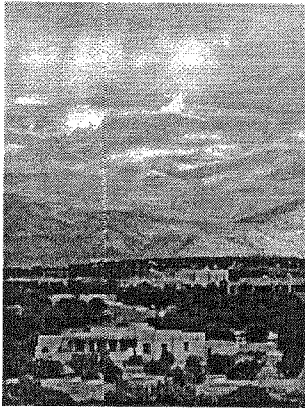
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MidSchoolMath

[575.737.8446](tel:575.737.8446)

conference@midschoolmath.com



Santa Fe, New Mexico is a lively and inviting destination, known for its rich culture and welcoming hospitality! Throughout the conference, we'll celebrate this independent and creative spirit. If this is your first visit to New Mexico, you may want to arrive early or stay a few extra days to explore.

The nearest major airport is the Albuquerque International Sunport (ABQ), serviced by all major U.S. airlines, including American, Delta, Frontier, Jet Blue, Southwest, and United.

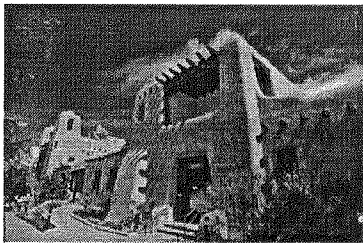
From the Albuquerque airport, you can take the Sandia Shuttle Express directly to your hotel in Santa Fe. Reservations are required and can be made up to 90 days in advance. The Sandia Shuttle check-in counter is located inside the airport's baggage claim section, directly across from Southwest Baggage Carousel #3. Sandia Shuttle is offering a discounted rate of \$25 each way to MidSchoolMath attendees. To receive this discount, call 888-775-5696 to make a reservation and ask for the MidSchoolMath discount (Code: MSM17) or reserve online (make sure to enter the code for your discount).

The smaller Santa Fe Municipal Airport (SAF) offers limited commercial airline service directly into Santa Fe on American Eagle and United Express. Shuttle and taxi service is available into downtown.

Amtrak offers national passenger rail service to Santa Fe on the Southwest Chief via the Lamy Station and shuttle service into downtown Santa Fe.

For more information on getting to Santa Fe, or to compare driving and flight times, click here.

Getting Around



As parking in downtown Santa Fe can be limited, we encourage attendees to stay at the featured hotels and walk to the daily conference sessions. Attendees staying at hotels in the immediate downtown areas will be able to easily access all activities and events by foot and will not require a car during the Conference. Discounted shuttle service is available to and from the Albuquerque airport. (See Above)

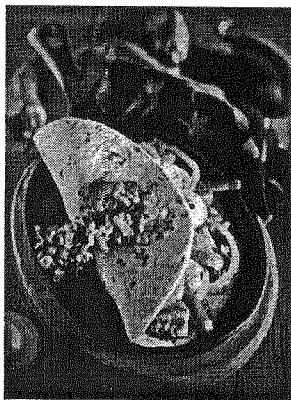
Taxi service and Uber are available throughout Santa Fe. If you plan to explore the surrounding area, rental cars are available in Santa Fe and Albuquerque.

Driving Directions and Parking

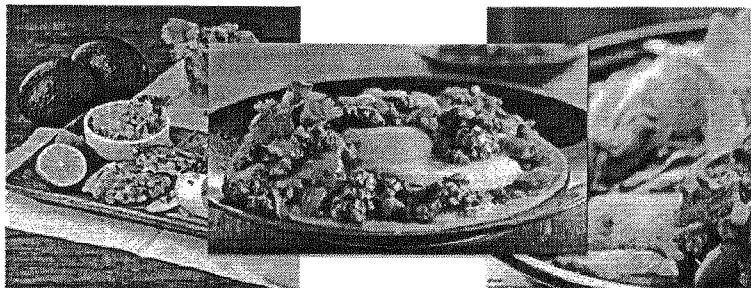
For attendees who will be driving to the conference each day: parking is available in the Convention Center garage for \$10 per day (no in/out privileges). Look for the event parking signs at the garage entrance on S. Federal Place (see map, lot C). Plan to pay upon entering.

The Convention Center's address is 201 W. Marcy Street. The address for the Convention Center's Parking Garage is 119 S. Federal Place.

Dining



During your stay, enjoy Santa Fe's outstanding restaurants.



Accommodations

MidSchoolMath has made arrangements with three outstanding hotels to offer a substantial discount for conference attendees. We highly recommend staying at these featured hotels, located downtown, to maximize your New Mexico experience, shorten your walk to the Convention Center and simplify your stay.

Only a limited number of rooms are available at these discounted rates; plan to make your reservation early for best selection. If you are making plans to extend your stay in Santa Fe, the hotels may honor the conference rate, as space permits, for up to 3 days before and/or after the conference.

Featured Hotels

La Fonda – This full-service historic hotel is located directly across from the Santa Fe Plaza, a short 8 to 10 minute walk to the Convention Center. This landmark property has recently completed extensive renovations, retaining its charming historic atmosphere, while adding modern conveniences throughout, and offers an onsite fitness center and heated outdoor pool.



Conference Rate: \$99 (+tax), per night

Reservations: Call 1-800-523-5002, select #1 and request the MidSchoolMath National Conference (#867433) group rate or reserve online here. Reserve by Monday, February 6, 2017 to receive the discounted group rate

Note: Rate is for a Traditional Room, with one or two beds.

Las Palomas – This tranquil resort is located a short 10 to 12 minute walk to the Convention Center. Each spacious Casita offers separate bedroom and sitting areas, with a fireplace and kitchenette. Rate includes internet access, parking and breakfast.

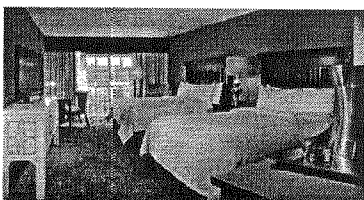


Conference Rate: \$99 (+ tax), per night.

Reservations: Call 877-259-3409 or email stay@hotelsantafe.com and request a reservation as part of the MidSchoolMath 2017 Conference Group. Reserve by Wednesday, February 1, 2017 to receive the discounted group rate; limited availability.

Note: Rate is for a casita with a king bed in the bedroom and queen sleeper sofa in the sitting area.

Hilton Santa Fe Historic Plaza – Located a short 8 to 10 minute walk from the Convention Center, the Hilton offers an ample supply of double rooms, with an onsite fitness center and heated outdoor pool. Rate includes internet access and parking.



Conference Rate: \$99 (+ tax), per night.

Reservations: Call 505-988-2811 and request a reservation as part of the MidSchoolMath National Conference Group or [reserve online here](#).

Reserve by Wednesday, February 1, 2017 to receive the discounted group rate.

Note: Rate is for a standard guest room with two double beds or one king bed.

Weather



Santa Fe is typically very clear, sunny and dry. In February, temperatures can range from 45-55°F in the day with lows ranging from 24-28°F overnight. We recommend dressing in layers to stay comfortable, outside and inside.

Located at over 7,000 feet above sea level, Santa Fe is a high-altitude destination. Staying well-hydrated and moderating your alcohol intake can help make for an easier adjustment. [Learn more](#).

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