TITLE OF CONFERENCE

Vending Technician Training

PURPOSE OF CONFERENCE

DESTINATION

Clive, Iowa

REPORT TO: (CIRCLE ONE)

BOARD STAFF TEAM

CHECK ONE			
IN-RADIUS		OUT-RADIUS	XX
STUDENT TRAVEL OVERNIGHT Y/N			
# STUDENTS		# CHAPERONES	

FUNDING SOURCE (MARK ONE)

Nutrition

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

		MEALS				MILEAGE									
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST $10	LUNCH $15	DINNER IN-STATE $20 OUT-STATE $30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .70 PER MILE	PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
	7-Oct-25			$ 30	$ 30										
	8-Oct-25		$ 15	$ 30	$ 45										
	9-Oct-25		$ 15	$ 30	$ 45										
	10-Oct-25		$ 15	$ 30	$ 45										
Carr, Chris					$ -	Salt Lake City, UT	360	$ 252.00	$ 100	$ 100			$ 700	$ 600.00	$ 617.00
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ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.

BUDGET CODE:

PROGRAM DIRECTOR INITIAL:

TOTAL COST OF REQUEST **$ 1,917.00**

SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR:

SIGNATURE OF SUPERINTENDENT: [signature]

BOARD APPROVAL DATE