

Pleasanton Unified School District

Out of State Travel for District Staff

Board Policy 3350: All out-of-state travel for which district expenses will be incurred, district credit card will be used, and/or reimbursement will be claimed, shall be approved *in advance of travel* by the Board of Trustees.

Employee Last Name	Employee First Name	Position Title	Flight Departure Date	Flight Return Date	Travel Purposes (Reason)	Event Description	Estimated Travel Costs	Budget / Fund Source Paying for Travel
Lu	Andrew	Teacher at Hart Middle School	12/17/2019	12/21/2019	Professional Development for Band Teachers	Midwest Clinic , Chicago, Ill	\$130.00	010-0000-0-1110-1000-5200-121-0299-0000
Gray	Nanette	Tri-Valley SELPA Director	5/2/2020	5/7/2020	Professional Development in Legal Issues of Educating Individuals with Disabilities	LRP National Institute in New Orleans, LA	\$3,620.00	010-6509-0-5050-2200-5200-390-0405-6030