

**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.**

<b>Employee Last Name</b>	<b>Employee First Name</b>	<b>Position Title</b>	<b>Flight Departure Date</b>	<b>Flight Return Date</b>	<b>Travel Purposes (Reason)</b>	<b>Event Description</b>	<b>Estimated Travel Costs</b>	<b>Budget / Fund Source Paying for Travel</b>
Gray	Nanette	Director of Tri-Valley SELPA	05/04/2019	05/09/2019	LRP National Institute Conference, Orlando Florida	Special Education tools and resources / Improve programs and communities	\$3,820.00	010-6509-0-5500-2200-5200-390-0405-6030