



SWPRSC

Helping school districts improve student learning

Kelly Gillespie, Executive Director/CEO

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State/National Meeting Attendance Approval

Due at least 4 weeks in advance of meeting date.

Employee Name: _____

Date of Meeting: _____

Location of Meeting: _____

Meeting Times: _____

Committee Status: _____

Method of
Transportation: _____

Meeting Registration
Fee: _____

Meals Included? _____

Estimated Expense to
Attend Meeting: _____

Date Submitted: _____

Executive Director
Signature: _____

Approval Status: Approved Denied Date: _____