

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Dr. Robert Preston, Chief Academic Officer

Date: September 19, 2022

Re: Action Memo
October 19, 2022 Board Meeting

Request Board approval for Aileen Matias-Castro to attend National Association for Gifted Children 69th Annual Convention on November 17-20, 2022 in Indianapolis, IN to include the following. Cost covered by Title II funds.

Registration: \$599.00

Flight: \$450.00

Hotel: \$508.00 (\$127.00 a night for 4 nights, plus taxes and fees)

Meals: \$241.50 (\$51.75 a day x 2 days, \$69.00 a day x 2 days (per diem rate)

Mileage, tolls, and transportation: \$80.00 (approximate) - \$24.44 (26 miles each way x 0.47 per mile), \$5.00 tolls, \$50.00 ground transportation

Approximate Total: \$1878.50 (plus tax and fees, subject to change)