

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Dr. Robert Preston, Chief Academic Officer

Date: December 11, 2023

Re: Action Memo
December 13, 2023 Board Meeting

Request board approval for the following people to attend Techspo 24 from January 24-26, 2024 in Atlantic City, NJ. The costs are covered by title funds, up to state and federal travel guidelines, to include hotel, meals and incidentals, mileage, tolls, and parking where applicable.

Mark Silverstein, Rob Preston, Chuck Baur, Susan Kornicki, and Melanie Sweeney

Registration:	\$540.00 (3 days)
	\$345.00 (1 day)
Hotel:	\$107.00 (per night, plus taxes and fees)
Meals/IE:	\$59.00 (\$44.25 first and last day of travel)
Parking/Travel:	\$0.47 per mile