



Santa Barbara School Districts

April 25, 2006

Jan Zettel
Assistant Superintendent, Secondary Education

TO: Dr. Brian Sarvis, Superintendent
FROM: Jan Zettel, Assistant Superintendent, Secondary Education
SUBJECT: **Approval of Staff Travel: Out-of-State Travel and Expenses in Excess of \$500**

The following out-of-state travel and/or expenses in excess of \$500 for the persons listed below are presented for board approval.

Staff/Site	Purpose of Travel and Location	Travel Dates	No. of Work Days Missed	Travel Cost* and Funding Source (*meals, lodging, and/or travel)
Dos Pueblos High School Principal: Quentin Panek	ACSA Workshop Burlingame, CA	March 28-30, 2006	0	\$904.43 Title II funds
Dos Pueblos High School teacher: Margaret Mason	AP English Reader Daytona Beach, FL	June 1-9, 2006	7	No Expense to the District