



PROPOSED AGENDA ITEM

MEETING DATE: April 22, 2010

SUBJECT: ASBO Annual Conference

DESCRIPTION:

Staff Development conference -travel request – Paul Fritz, Business Manager

100th Centennial Meeting and Exhibits – ASBO
Association of School Business Officials International
Orlando, Florida
9/24-9/27/10

(The travel expense is budgeted in 10-2834-580)

RECOMMENDATION:

Motion to approve Paul Fritz, Business Manager, to attend the ASBO annual conference in Orlando, Florida, September 24-27, 2010



**Erie County Technical School
Request for Travel Authorization**

Date of Request: 4/14/2010

Requestor Name: PAUL FRITZ Position: BUSINESS MANAGER

Destination: Orlando, Florida Over 400 miles (Yes or No) Yes

Purpose of Trip: ASBO Annual Conference

Date(s) of Trip: 9/24/10 - 9/27/10 Friday - Monday

Total Estimated Expenses: (Registration fees, hotel, food, mileage) \$ 1,500 (Budgeted)

Signature: Paul Fritz Date: 4/14/2010

Routing:

1. **Supervisor's Approval**

Signature: _____ Date: _____

2. **Director's Approval**

Signature: Andrew Johnson Date: 4/13/2010

3. **Board Approval** (travel over 400 miles):

Signature: _____ Date: _____

Copies: Original to requestor, copy to Supervisor, copy to Business Office

Required by Board Policies 331, 431, 531 – Authorization to Travel

ISO Form #: 2300.05.00	Revision Date: April 17, 2009
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Celebrate History ASBO International Turns 100

2010 Annual Meeting Tentative Schedule

(\$) = Additional Fee
(IO) = Invitation Only

Friday, September 24

7:00 a.m. – 5:00 p.m.
8:00 a.m. – TBD
8:00 a.m. – 12:00 p.m.
8:00 a.m. – 5:00 p.m.
8:00 a.m. – 5:00 p.m.
8:00 a.m. – 5:00 p.m.
10:00 a.m. – 11:00 a.m.
10:00 a.m. – 2:30 p.m.
1:00 p.m. – 2:00 p.m.
1:00 p.m. – 5:00 p.m.
2:30 p.m. – 4:00 p.m.
4:00 p.m. – 5:00 p.m.
6:00 p.m. – 9:00 p.m.

Registration Open
Optional Golf Outing (\$)
Half-Day Pre-Annual Meeting Workshops (\$)
Full-Day Pre-Annual Meeting Workshops (\$)
Positive Impact Optional Event (\$)
CEO Symposium (IO)
Orientation Workshop – Great for Newcomers
Bridges to the Future Scholarship Workshop (IO)
Orientation Workshop
Half-Day Pre-Annual Meeting Workshops (\$)
ASBO Choir Rehearsal
Open Bylaws Meeting
ASBO Centennial Celebration Opening Reception at *Epcot*®
IMPORTANT: All registrants must have a conference badge and opening reception ticket to attend this event. Be sure to pick up your registration materials before 5:00 p.m.

Saturday, September 25

7:00 a.m. – 4:00 p.m.
7:30 a.m. – 8:30 a.m.
8:30 a.m. – 10:30 a.m.
10:45 a.m. – 1:30 p.m.
11:00 a.m. – 12:00 p.m.
12:00 p.m. – 1:30 p.m.
12:15 p.m. – 1:30 p.m.
1:15 p.m. – 1:30 p.m.
1:45 p.m. – 2:45 p.m.
3:00 p.m. – 6:00 p.m.
3:30 p.m. – 6:00 p.m.

Registration Open
ASBO Choir Rehearsal
Opening General Session
Affiliate Executive Directors Meeting and Luncheon (IO)
Discussion Groups
MBA Advisory Committee and Reviewers Meeting and Luncheon (IO)
Committees Meeting Luncheon (IO)
Exhibitor Orientation
Discussion Groups
Exhibit Hall Opening Reception
Information Technology Showcase

Sunday, September 26

7:00 a.m. – 4:00 p.m.
8:00 a.m. – 9:00 a.m.
9:15 a.m. – 10:15 a.m.
10:30 a.m. – 2:15 p.m.
10:45 a.m. – 12:00 p.m.
12:00 p.m. – 1:00 p.m.
11:30 a.m. – 1:00 p.m.
2:15 p.m. – 3:15 p.m.
2:15 p.m. – 3:30 p.m.
2:30 p.m. – 3:30 p.m.
3:45 p.m. – 4:45 p.m.
6:30 p.m. – 10:00 p.m.

Registration Open
Discussion Groups
Discussion Groups
Exhibit Hall Open and Information Technology Showcase
Clinic Tables
Lunch in the Exhibit Hall
COE Advisory Committee and Reviewers Meeting and Luncheon (IO)
Eagle Award Recipients Reception (IO)
Gold Mine Sessions
Discussion Groups
Discussion Groups
ASBO Centennial Gala (\$)

Monday, September 27

7:00 a.m. – 10:00 a.m.
8:00 a.m. – 9:00 a.m.
9:15 a.m. – 10:15 a.m.
10:30 a.m. – 12:30 p.m.
2:00 p.m. – 5:00 p.m.

Registration Open
Discussion Groups
Discussion Groups
Closing General Session
Half Day Seminar: Disney's Approach to People Management (\$) *Disney Institute*

