

TEMPORARY DUTY AUTHORIZATION (TDA-1)
The School Board of Broward County, Florida

Exhibit 1

Applicant: ROBIN BARTLEMAN

Date 10/7/19

Personnel Number P00063922 **School/Department** OFFICE OF THE BOARD MEMEBRS

Position: SCHOOL BOARD MEMBER COUNTYWIDE, AT-LARGE

The applicant requests temporary duty assignment for the following period

Depart on: 12 /4 , 20 19 ; **Return on** 12 /5 , 20 19 **Total work days requested** 2.0
****INCLUDE ALL TRAVEL DAYS****

I. PURPOSE OF TRIP: (Complete A or B and C)

A. Conference/Convention of (Name of Sponsor):	FSBA 74TH ANNUAL JOINT CONFERENCE
Meeting in (City and State):	TAMPA BAY, FLORIDA
B. Other School Board business (specify):	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	TRAIN, INFORM & UPDATE FLORIDA SCHOOL BOARD MEMBERS

II. ESTIMATED TRAVEL EXPENSE: **IF SUBMITTING TRAVEL VOUCHER SECTION II MUST BE FILLED IN**
ALL RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)

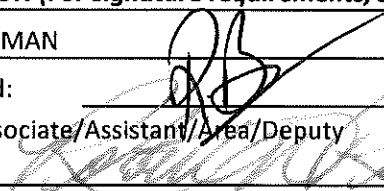
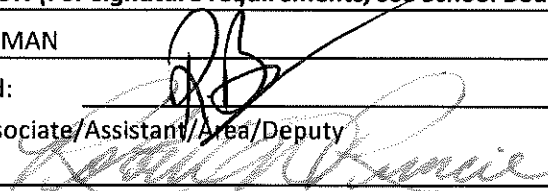
TRANSPORTATION:	
Airplane (If ticket is to be charged to the School Board, enter travel agency name here):	\$ 150.00
Rental Car <i>review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL</i>	
Private Car Mileage (<u>0.00</u> miles x <u>0.58</u> cents per mile): Rate effective 1/1/19	\$ -
<i>*Current rate as published in the annual memorandum from the Treasurer's Office.*</i>	
Taxi, limousine, tolls, etc. (<i>paid receipts must be imprinted with company logo</i>)	
<i>(cannot accept copies, credit card or bank statements)</i>	
PER DIEM: Lodging & Meals - *Current rate as published in the annual memorandum from the Treasurer's Office*	
OR	
HOTEL: \$ <u>210.00</u> per day x <u>1</u> days requested	\$ 210.00
MEALS: <i>*Current rate as published in the annual memorandum from the Treasurer's Office*</i>	
MISCELLANEOUS:	
Registration: PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE	
Other: (specify) <u>REGISTRATION FOR FSBA 74TH JOINT ANNUAL CONFERENCE</u>	\$ 325.00
TOTAL ESTIMATED EXPENSES:	\$ 685.00
TRAVEL ADVANCE REQUEST (explain):	

III. TRAVEL EXPENSES WILL BE CHARGED AS FOLLOWS:

Name of Cost Center being charged _____
 Internal Account Fund being charged, if applicable _____

IS A SUBSTITUTE REQUIRED DURING ABSENCE?	NO	YES
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IV. AUTHORIZATION (For signature requirements, see School Board Policy 4007)

Applicant: <u>ROBIN BARTLEMAN</u>	Date: _____
Principal/Department Head: 	Date: <u>10/8/2019</u>
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: 	Date: <u>10/8/2019</u>
Additional Approval: _____	Date: _____