

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR
NUMBER

439681

Name: Robert Runcie V

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
March 23, 2018.	2:30pm ✓	6:35pm ✓	Fort Lauderdale, FL to Baltimore, MD	1.0
March 25, 2018.	N/A	N/A	One way trip...return was personal.	
Total Days used to Compute Per Diem				1.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☒ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐
 If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
 Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:
 Common Carrier (attach ticket receipt) pd p/land Spirit Airline 211.29
 Rental Car (attach rental contract review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)
 Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00
 Current rate as published in the annual memorandum from the Treasurer's Office.
 Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
PER DIEM: Lodging & Meals
 Current rate as published in the annual memorandum from the Treasurer's Office.
 x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435
 --OR--
 Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS..... 316.25
 Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 20.00
MISCELLANEOUS:
 Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...
 Other (attach explanation)
LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount) 527.54
TOTAL REIMBURSEMENT REQUESTED 20.00
 (Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No	Gross Amount	G/L Account (B) Class+Obj+D's	Bus Area (A)	Cost Center (10) BA+TL+O	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + O's
	20.00	53370000	1100	1100095110	1000				7200000000000000

TEMPORARY DUTY AUTHORIZATION (TDA-1)

The School Board of Broward County, Florida

Applicant: Robert Runcie ✓Date 3/8/18Personnel Number 92795School/Department Superintendent's OfficePosition: Superintendent

The applicant requests temporary duty assignment for the following period:

Depart on: 3/23, 20 18; Return on 3/23, 20 18 Total work days requested 1.0****INCLUDE ALL TRAVEL DAYS******I. PURPOSE OF TRIP: (Complete A or B and C)**

A. Conference/Convention of (Name of Sponsor):	<u>Legislative Advocacy</u>
Meeting in (City and State):	<u>Washington, DC</u> ✓
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	<u>To meet congressional leaders and support the students.</u>

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): <u>Spirit</u>	<u>211.29</u>
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**	
Private Car Mileage(<u>0.00</u> miles x \$ <u>0.535</u> cents per mile): rate effective 1/1/17	<u>0.00</u>
Current rate as published in the most recent memorandum from the Treasurer's Office.	
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*	
cannot accept copies, credit card or bank statements	
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested	
OR	
HOTEL: \$ <u>316.20</u> per day x <u>2</u> days requested)	<u>632.40</u>
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)	<u>39.00</u>
MISCELLANEOUS:	
Registration: (Individual membership is not part of registration)	
Other: (specify) _____	
TOTAL ESTIMATED EXPENSES:	
<u>843.69</u>	
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**IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)**

Applicant: _____	Date: _____
Principal/Department Head: _____	Date: _____
Chief Operating Officer/Associate Assistant/Deputy Superintendent: <u>Robert Runcie</u>	Date: <u>3/14/18</u>
Additional Approval: <u>Walter Dupont</u>	Date: <u>3/14/18</u>

✓

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Washington, DC
City & State

for: Legislative Advocacy
Convention/Seminar, Etc.

Date(s)

Summary of Day's Events

3/23 travel to Washington, DC

3/23 attend meetings with dignitaries


Signature

Georgina F. Parker

From: Liquerman, Michael <Michael.Liquerman@mail.house.gov>
Sent: Wednesday, March 21, 2018 11:58 AM
To: Liquerman, Michael
Subject: MARCH FOR OUR LIVES WALK

Importance: High

Good afternoon,

I am checking in to see if you're attending the event this Saturday in Washington D.C.

Please let me know.

Thank you,

Michael Liquerman
Press Secretary/Outreach Coordinator
Congresswoman Debbie Wasserman Schultz (FL-23)
777 Sawgrass Corporate Parkway
Sunrise, FL 33325
Ofc: (954) 845-1179
Fax: (954) 845-0396
michael.liquerman@mail.house.gov

If you would like to request a meeting with Congresswoman Wasserman Schultz, please visit:
<http://wassermanschultz.house.gov/scheduling>

To sign up for Rep. Wasserman Schultz's eNewsletter, [click here](#).



NO agenda provided

BoR

Thank you for choosing Spirit Airlines. This notice contains information to be used during your travels. Please review the contents of this document carefully. For your convenience, please print a copy to take with you on your trip.

Please do not reply to this email. The reply email address is used solely for outgoing email documents.

YOUR CONFIRMATION CODE

NDE8HT

BOOKING DATE Wednesday, March 07, 2018

Flight

FRIDAY, MARCH 23, 2018

Fort Lauderdale, FL ✓

Baltimore, MD ✓

TIME

4:03 PM ✓

6:35 PM ✓

DURATION

02 h 32 min

FLIGHT

414

TERMINAL

4

Please be aware that flight times are subject to change. Notification of schedule changes will be sent to the email address provided at the time of booking.

Online check-in begins 24 hours before your flight. It's the easy way to save time and money! Definitely reconfirm your flight times on our site on your day of travel - or at any time. It is recommended that you arrive at the airport 2 hours prior to departure time for domestic flights (United States, Puerto Rico and U.S. Virgin Islands) and at least 3 hours prior to departure time for international flights.

Customer Information

NAME

Robert Runcie

ASSISTANCE

None

FREE SPIRIT #

Bags



NAME

Robert Runcie

CARRY-ON

0

CHECKED

1

Seats**NAME**

Robert Runcie

SEATS

11F

Contact Information

Robert Runcie

US

Purchase Price**Flight Price**

\$136.26

Bags

\$30.00

Seats

\$22.00

Government's Cut

\$23.03

Total**\$211.29**

Spirit Airlines does not include
card number on receipt.

Thank you for booking through Spirit.com

Ticket bought with VISA ending
in 0282.

W Washington DC
515 15th Street, NW
✓ Washington, DC 20004
United States
Tel: 202-661-2400 Fax: 202-661-2425



Mr. Robert Runcie

Page Number : 1 Invoice Nbr : 273121
Guest Number : 681982
Folio ID : A
Arrive Date : 23-MAR-18 ✓ 20:49
Depart Date : 25-MAR-18 ✓ 12:01
No. Of Guest : 1
Room Number : 944
Club Account : SPG - A5470

Information Invoice

Tax ID :

W Washington DC MAR-25-2018 04:11 9999

Date	Reference	Description	Charges (USD)	Credits (USD)
23-MAR-18	RT944	Room Charge	316.25	
23-MAR-18	RT944	Occupancy/Tourism	46.81	
24-MAR-18	RT944	Room Charge	316.25	
24-MAR-18	RT944	Occupancy/Tourism	46.81	
MAR-25-2018 VI		Visa		-726.12
** Total			726.12	-726.12
*** Balance			-0.00	

Continued on the next page

A handwritten signature in blue ink, appearing to be 'RJR' or similar, located at the bottom right of the page.

W Washington DC
515 15th Street, NW
Washington, DC 20004
United States
Tel: 202-661-2400 Fax: 202-661-2425



Mr. Robert Runcie

Page Number	:	2	Invoice Nbr	:	273121
Guest Number	:	681982			
Folio ID	:	A			
Arrive Date	:	23-MAR-18	20:49		
Depart Date	:	25-MAR-18	12:01		
No. Of Guest	:	1			
Room Number	:	944			
Club Account	:	SPG - A5470			

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

Tell us about your stay. www.whoels.com/reviews

Signature_____

Did you have a wonderful time? Please let me know, GMMeade.Atkeson@whoels.com

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: March 23, 2018

Location: Washington, DC

Purpose: Legislative Advocacy

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
3/23			X ✓
Totals			\$20 ✓

Grand Total: \$20 ✓ 

TDA / Travel Voucher Reconciliation 2017 - 2018

TDA Date	Conference Name	Reimbursement Req. Amt	Description	Comment
5/3/18 - 5/4/18	Broward Workshop's Annual Retreat - Key Largo, FL	\$11.00	reimburse for meal	
4/25/18 - 4/26/18	FADSS mental Health Summit -Orlando, FL	\$30.00	reimburse for meal	
4/19/18 - 4/19/18	Principal Leadership Award and Meeting w/ Legislative Leaders - Orlando, FL	\$0.00		
4/5/18 - 4/6/18	Meeting with various foundation re: funding for Debate Program- Chicago, IL	31.00	reimburse for meal	
4/5/18 - 4/5/18	Safe School Tour - Indianapolis, IN	\$39.00	reimburse for meal	
3/23/18 - 3/25/18	Legislative Advocacy - Washington, DC	\$20.00	reimburse for meal	
2/7/18 - 2/10/18	Chan Zuckerberg Initiative (CZI) Superintendent's Convening - Palo Alto, CA	\$59.00	reimburse for meal	
1/16/18 - 1/19/18	FADSS Winter Conference - Tallahassee, FL	\$51.00	reimburse for meal	
1/12/18 - 1/13/18	Superintendent's leadership VII - Phoenix, AZ	\$38.00	reimburse for meal	
11/18/17 - 12/1/17	FADSS/FSBA Joint Conference (CEOLDP Renewal) - Tampa, FL	\$71.00	reimburse for meal	
10/31/17 - 11/3/17	Digital Promise - League of Innovative Schools - San Francisco, CA	\$58.00	reimburse for meal	
10/24/17 - 10/25/17	Senate Education Appropriation Meeting - Tallahassee, FL	\$59.00	reimburse for meal	
10/3/17 - 10/7/17	The Challenge of Leadership - Aspen, CO	\$31.00	reimburse for meal	
9/21/17 - 9/30/17	National Speech & Debate Association - Des Moines, IA	\$50.00	reimburse for meal	
8/2/17 - 8/4/17	Chiefs for Change Annual Members Meeting - Boston, MA	\$78.00	reimburse for meal	
7/21/17 - 7/22/17	BPAA Summer Institute - Naples, FL	\$84.80	reimburse for meal & valet	
7/16/17 - 7/17/17	SBE Legislative Workshop - Tallahassee, FL	\$39.00	reimburse for meal	
7/12/17 - 7/24/17	Cabinet Leadership Team Off-Site Meeting - St. Petersburg, FL	140.00	reimburse for meal	
7/5/17 - 7/9/17	SummerWorkshop - The Aspen Institute - Aspen, CO	\$39.00	reimburse for meal	
TOT		8828.80	\$858.80	

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie ✓

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

BROWARD COUNTY, FLORIDA

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
April 5, 2018. ✓	6:30am	10:15am	Fort Lauderdale, FL to Indianapolis, IN	1.0
April 5, 2018. ✓	9:20pm	9:45pm	Indianapolis, IN to Chicago, IL	
Total Days used to Compute Per Diem				1.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☒ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐

If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).

Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:

Common Carrier (attach ticket receipt) 524.96

Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

--OR--

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 39.00 ✓

MISCELLANEOUS:

Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation)

LESS TRAVEL ADVANCES: (Input total advance - cell already formulated to reflect negative amount) 524.96

TOTAL REIMBURSEMENT REQUESTED 39.00 ✓

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	G/L Account (8) Class-Obj+0's	Bus Area (4)	Cost Center (10) BA+I+L+0	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + 0's
	39.00	53370000	1100	1100095110	1000				7200000000000000

TEMPORARY DUTY AUTHORIZATION (TDA-1)

The School Board of Broward County, Florida

Applicant: Robert Runcle ✓Date 4/5/16Personnel Number 92795School/Department Superintendent's OfficePosition: Superintendent

The applicant requests temporary duty assignment for the following period:

Depart on: 4/5, 2018 ; Return on 4/5, 2018 Total work days requested 1.0****INCLUDE ALL TRAVEL DAYS******I. PURPOSE OF TRIP: (Complete A or B and C)**

A. Conference/Convention of (Name of Sponsor):	Safe School Tour
Meeting in (City and State):	Indianapolis, IN ✓
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): <u>Southwest Airlines</u>	524.96
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**	
Private Car Mileage(<u>0.00</u> miles x \$ <u>0.535</u> cents per mile): rate effective 1/1/17	0.00
Current rate as published in the most recent memorandum from the Treasurer's Office.	
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*	
cannot accept copies, credit card or bank statements	
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested	
OR	
HOTEL: \$ _____ per day x _____ days requested)	0.00
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)	39.00
MISCELLANEOUS:	
Registration: (Individual membership is not part of registration)	
Other: (specify) _____	
TOTAL ESTIMATED EXPENSES:	524.96
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

IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)

Applicant: <u>Robert Runcle</u>	Date: <u>4/3/18</u>
Principal/Department Head: <u>Now Supat</u>	Date: _____
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: _____	Date: _____
Additional Approval: _____	Date: _____

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Indianapolis, IN
City & State

for: Safe School Tour – South Western High School
Convention/Seminar, Etc

Date(s)

Summary of Day's Events

4/5 travel to Indianapolis

4/5 participate in school safety tour

4/5 travel to Chicago



Signature

Georgina F. Parker

From: Theresa M. Silva
Sent: Monday, April 2, 2018 4:26 PM
To: Georgina F. Parker
Subject: FW: UPDATED flight reservation (SKD56G) | 05APR18 | FLL-IND-MDW | Runcie/Robert W

Importance: High

Below is the revised flight. Please book a flight using his credit from Chicago to Fort Lauderdale. There is a flight on Southwest leaving at 9:10pm and arriving at 1:05am for \$148.00.

In addition, please book a hotel at the Palmer House – Hilton Hotel.

Thank you!!



From: Southwest Airlines [mailto:SouthwestAirlines@luv.southwest.com]
Sent: Monday, April 2, 2018 2:37 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: UPDATED flight reservation (SKD56G) | 05APR18 | FLL-IND-MDW | Runcie/Robert W

Thanks for choosing Southwest for your trip.

Southwest

 [Log in](#) | [View my itinerary](#)

Check In
Online

Check Flight
Status

Change
Flight

Special
Offers

Hotel
Offers

Car
Offers

Ready for takeoff!



Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!



Air Itinerary

AIR Confirmation: SKD56G

Confirmation Date: 04/2/2018



Save
up to 35%

on base rates and earn up to 2,400 Rapid Rewards® points. Terms apply.

Hertz

Book car >

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
RUNCIE/ROBERT W	Join or Add #	5261430935172	Mar 25, 2019	4027

Date	Flight	Early Bird	Departure/Arrival
------	--------	------------	-------------------

named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

FLL WN IND252.82WN CHI209.10USD461.92END PD XF FLL4.5IND4.5 ZP
FLL4.10IND4 10

QLN3PNR
KZBP



Learn about our
boarding process



Learn about inflight
WiFi & entertainment

Cost and Payment Summary

✈ All SKD56G

Base Fare	\$ 461.92
Excise Taxes	\$ 34.64
September 11th Security Fee	\$ 11.20
Passenger Facility Charge	\$ 9.00
Segment Fee	\$ 8.20
Total Air Cost	\$ 524.96

Payment Information

REFUND ON Apr 2, 2018 TO Residual Travel
Funds \$123.90

Exchange Detail

Mar 24, 2018 From ticket # 5261430931143 to
ticket # 5261430935172

Useful Tools

[Check in Online](#)
[Early Bird Check-In](#)
[View/Share Itinerary](#)
[Change Air Reservation](#)
[Cancel Air Reservation](#)
[Check Flight Status](#)
[Flight Status Notification](#)
[Book a Car](#)
[Book a Hotel](#)

Know Before You Go

[In the Airport](#)
[Baggage Policies](#)
[Suggested Airport Arrival Times](#)
[Security Procedures](#)
[Customers of Size](#)
[In the Air](#)
[Purchasing and Refunds](#)

Special Travel Needs

[Traveling with Children](#)
[Traveling with Pets](#)
[Unaccompanied Minors](#)
[Baby on Board](#)
[Customers with Disabilities](#)

Legal Policies & Helpful Information

Privacy Policy	Customer Service Commitment	Contact Us
Notice of Incorporated Terms	FAQs	

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: April 5, 2018

Location: Indianapolis, IN

Purpose: Safe School Tour – South Western High School

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
4/5	X ✓	X ✓	X ✓
Totals	\$8	\$11	\$20

Grand Total: \$39 ✓ 

Georgina F. Parker

From: Tracy A. Clark
Sent: Tuesday, April 3, 2018 6:05 PM
To: RR; Theresa M. Silva; Georgina F. Parker
Cc: Cathleen G. Brennan; Nadine Drew; Iviani Figueroa
Subject: Fwd: district visit to Indiana

FYI...

The PIO team will acknowledge the inquiry and follow up with Mr. Travis tomorrow.
Tracy

Sent from my iPhone

*No agenda
provided*

Begin forwarded message:

From: "Travis, Scott" <STravis@sun-sentinel.com>
Date: April 3, 2018 at 4:30:09 PM EDT
To: "tracy.clark@browardschools.com" <tracy.clark@browardschools.com>, "Cathleen Brennan (cathleen.brennan@browardschools.com)" <cathleen.brennan@browardschools.com>, "Nadine Drew (nadine.drew@browardschools.com)" <nadine.drew@browardschools.com>
Subject: district visit to Indiana

Hi,



My understanding is that the superintendent is going to traveling to Southwestern High School in Shelbyville, Ind., with Max Schacter and some other folks to visit what has been called the "safest school" in the U S

Can you tell me who all is going on the trip, and when the tour is set up for?

Are there plans to visit any other schools?

Tomorrow is fine for response.

Thanks,
Scott

Scott Travis
Staff Writer

SunSentinel

333 SW 12th Avenue
Deerfield Beach, Florida, 33442

561-243-6637
sttravis@sun-sentinel.com

SunSentinel.com

A Tribune Company Content Management System

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie ✓

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
April 5, 2018. ✓	9:20pm	9:45pm	Indianapolis, IN to Chicago, IL	1.0
April 6, 2018. ✓	9:10pm ✓	1:05am ✓	Chicago, IL to Fort Lauderdale, FL	
Total Days used to Compute Per Diem				1.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☒ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐

If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).

Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:

Common Carrier (attach ticket receipt) Southwest Airline 147.98

Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

--OR--

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS pd p/card 216.02

Meals *Current rate as published in the annual memorandum from the Treasurer's Office* Meals reimbursed per allowable times 31.00 39.00 ✓

MISCELLANEOUS:

Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation)

LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount) 364.00

TOTAL REIMBURSEMENT REQUESTED 31.00 39.00 ✓

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	G/L Account (B) Class+Obj+0's	Bus Area (A)	Cost Center (10) BA+T+L+D	Fund (A)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + 0's
	31.00	53370000	1100	110009510	1000				720000000000 0000

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

Applicant: Robert Runcie ✓

Date 4/5/16

Personnel Number 92795

School/Department Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period:

Depart on: 4/6, 2018; Return on 4/6, 2018 Total work days requested 1.0

INCLUDE ALL TRAVEL DAYS

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

A. Conference/Convention of (Name of Sponsor):	Meeting with various foundations re: funding for Debate programs.
Meeting in (City and State):	Chicago, IL ✓
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): <u>Southwest Airlines</u>	147.98
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**	
Private Car Mileage(<u>0.00</u> miles x \$ <u>0.535</u> cents per mile): rate effective 1/1/17	0.00
Current rate as published in the most recent memorandum from the Treasurer's Office.	
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*	
cannot accept copies, credit card or bank statements	
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested	
OR	
HOTEL: \$ <u>216.02</u> per day x <u>1</u> days requested)	216.02
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)	39.00
MISCELLANEOUS:	
Registration: (individual membership is not part of registration)	
Other: (specify) _____	
TOTAL ESTIMATED EXPENSES:	
364.00	
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
--	--------

IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)

Applicant: <u>Robert Runcie</u>	Date: _____
Principal/Department Head: <u>[Signature]</u>	Date: <u>4-3-18</u>
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: _____	Date: _____
Additional Approval: _____	Date: _____

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: **Robert W. Runcie** Position: **Superintendent**

The following is a summary of my trip to **Chicago, IL**
City & State

for: **Legislative Meetings**
Convention/Seminar, Etc

<u>Date(s)</u>	<u>Summary of Day's Events</u>
-----------------------	---------------------------------------

<u>4/5</u>	<u>travel to Chicago</u>
-------------------	---------------------------------

<u>4/6</u>	<u>meeting with Joyce Foundation and Obama Foundation</u>
-------------------	--

<u>4/6</u>	<u>travel to Fort Lauderdale, FL</u>
-------------------	---



Signature

Thu Apr 5

1940

Add EarlyBird
Check-In®

Depart FT. LAUDERDALE, FL (FLL)
on Southwest Airlines at 07:26 AM ✓
Arrive in INDIANAPOLIS, IN (IND) at 10:15 AM ✓
Travel Time 2 hrs 50 mins
Wanna Get Away

Date

Flight

Business Select

Departure/Arrival

Thu Apr 5

2028



Depart INDIANAPOLIS, IN (IND)
on Southwest Airlines at 09:20 PM ✓
Arrive in CHICAGO (MIDWAY), IL (MDW)
at 09:15 PM ✓
Travel Time 0 hrs 55 mins
Business Select

Stayed over night Chicago

Return to Chicago to attend Meeting with Various Foundations



Bags fly free®: First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.



30 minutes before departure: We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.



10 minutes before departure: You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.



If you do not plan to travel on your flight: In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Customers calling Southwest to request a refund or to research travel funds for a specific ticket must provide their confirmation number, ticket number or flight information (date, origin and destination).

Air Cost: 524.96

Fare Rule(s). 5261430935172 NONREFUNDABLE/NONTRANSFERABLE
STANDBY REQ UPGRADE TO Y -BG WN

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Enroll now >

Trip - Safe School Tour / Indianapolis

Thu Apr 5 ✓ 1940 Add EarlyBird Check-In® Depart FT. LAUDERDALE, FL (FLL) on Southwest Airlines at 07:25 AM ✓ Arrive in INDIANAPOLIS, IN (IND) at 10:15 AM ✓ Travel Time 2 hrs 50 mins
Wanna Get Away

Date	Flight	Business Select	Departure/Arrival
Thu Apr 5 ✓	2028	✓	Depart INDIANAPOLIS, IN (IND) on Southwest Airlines at 09:20 PM ✓ Arrive in CHICAGO (MIDWAY), IL (MDW) at 09:15 PM ✓ Travel Time 0 hrs 55 mins <u>Business Select</u>

Flight to Chicago

-  **Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.
-  **30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.
-  **10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.
-  **If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Customers calling Southwest to request a refund or to research travel funds for a specific ticket must provide their confirmation number, ticket number or flight information (date, origin and destination).

Air Cost: 524 96

Fare Rule(s): 5261430935172 NONREFUNDABLE/NONTRANSFERABLE
STANDBY REQ UPGRADE TO Y -BG WN
Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual

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Enroll now >

named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

FLL WN IND252.82WN CHI209.10USD461.92END PD XF FLL4.5IND4.5 ZP
FLL4.10IND4.10

QLN3PNR
KZBP



Learn about our
boarding process.



Learn about inflight
WiFi & entertainment.

Cost and Payment Summary

 AIR - SKD56G

Base Fare	\$ 461.92
Excise Taxes	\$ 34.64
September 11th Security Fee	\$ 11.20
Passenger Facility Charge	\$ 9.00
Segment Fee	\$ 8.20
Total Air Cost	\$ 524.96

Payment Information

REFUND ON Apr 2, 2018 TO Residual Travel
Funds \$123.90

Exchange Detail

Mar 24, 2018 From ticket # 5261430931143 to
ticket # 5261430935172

Useful Tools

[Check In Online](#)
[Early Bird Check-In](#)
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[Change Air Reservation](#)
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Georgina F. Parker

From: Theresa M. Silva
Sent: Monday, April 2, 2018 4:26 PM
To: Georgina F. Parker
Subject: FW: UPDATED flight reservation (SKD56G) | 05APR18 | FLL-IND-MDW | Runcie/Robert W
Importance: High

Below is the revised flight. Please book a flight using his credit from Chicago to Fort Lauderdale. There is a flight on Southwest leaving at 9:10pm and arriving at 1:05am for \$148.00.

In addition, please book a hotel at the Palmer House – Hilton Hotel.

Thank you!!



From: Southwest Airlines [mailto:SouthwestAirlines@luv.southwest.com]
Sent: Monday, April 2, 2018 2:37 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: UPDATED flight reservation (SKD56G) | 05APR18 | FLL-IND-MDW | Runcie/Robert W

[View this message in context](#)

Southwest

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Online](#)

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Status](#)

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Ready for takeoff!



Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!



[Air Itinerary](#)

AIR Confirmation: SKD56G

Confirmation Date: 04/2/2018



**Save
up to 35%**

on base rates and earn up to 2,400 Rapid Rewards® points. Terms apply

Hertz

[Book car >](#)

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
RUNCIE/ROBERT W	Join or Add #	5261430935172	Mar 25, 2019	4027

Date	Flight	Early Bird	Departure/Arrival
------	--------	------------	-------------------

Georgina F. Parker

Return Flight

From: Theresa M. Silva
Sent: Monday, April 2, 2018 6:57 PM
To: Georgina F. Parker
Subject: FW: Flight reservation (N3IXLW) | 06APR18 | MDW-FLL | Runcie/Robert W

Importance: High

The refund/credit left on the account is \$147.02 which can be used for up to a year from today. I tried to book the early bird check-in with the credit, but was told that I can only use the credit for purchasing a flight.

Would you please purchase early bird check-in for his flight to Indianapolis, and then his flight to Chicago, and finally his flight to Fort Lauderdale.

Thank you



From: Southwest Airlines [mailto:SouthwestAirlines@luv.southwest.com]
Sent: Monday, April 2, 2018 6:48 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Flight reservation (N3IXLW) | 06APR18 | MDW-FLL | Runcie/Robert W

To make the reservation, visit southwest.com for your trip.

Southwest

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Check In
Online

Check Flight
Status

Change
Flight

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Offers

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Offers

Car
Offers

Ready for takeoff!



Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!



Air itinerary

AIR Confirmation: N3IXLW

Confirmation Date 04/2/2018

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
RUNCIE/ROBERT W	Join or Add #	5261431046930	Apr 2, 2019	747

Rapid Rewards points earned are only estimates. Not a member - visit Southwest.com/rapidrewards and sign up today.

Date	Flight	Departure/Arrival
------	--------	-------------------



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up to 35%

on base rates and earn up to 2,400 Rapid Rewards® points. Terms apply.

Hertz

Book car >



**Early Bird
Check-In**

Let us take care of
check-in for you.

Get it now

* Fri Apr 6

1133

Depart CHICAGO (MIDWAY), IL (MDW) on Southwest Airlines
at 09:10 PM ✓
Arrive in FT. LAUDERDALE, FL (FLL) at 01:05 AM, Next Day ✓
Travel Time 2 hrs 55 mins ✓
Wanna Get Away

- ✓ **Check in for your flight(s):** 24 hours before your trip on Southwest.com or your mobile device to secure your boarding position. You'll be assigned a boarding position based on your check-in time. The earlier you check in within 24 hours of your flight, the earlier you get to board.
- 🧳 **Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.
- ⌚ **30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.
- ⌚ **10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.
- 👤 **If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Need to make a change? Keep your confirmation number on record. It will be used to retrieve your reservation and apply funds to future travel.

Air Cost: 147.98



Earn up to 10,000

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Select your room >



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Fare Rule(s): 5261431046930. NONREFUNDABLE/NONTRANSFERABLE
STANDBY REQ UPGRADE TO Y -BG WN

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CHI WN FLL 124.45USD 124.45END ZP MDW4.10 XF MDW4.5

MLN3RNR



Learn about our
boarding process 



Learn about inflight
WiFi & entertainment 

Cost and Payment Summary

 AIR N3IXLW

Base Fare	\$ 124.45	Payment Information
Excise Taxes	\$ 9.33	Tkts funds applied from Residual Travel Funds
September 11th Security Fee	\$ 5.60	\$24.08
Segment Fee	\$ 4.10	
Passenger Facility Charge	\$ 4.50	Tkts funds applied from Residual Travel Funds
Total Air Cost	\$ 147.98	\$123.90

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17 East Monroe Street, Chicago, Illinois, 60603, USA
+1-312-726-7500

Robert Runcie PLEASE READ - Regarding This Reservation

Premium rooms may go unsold and can be offered at check-in for as little as \$17 extra per night!

[Show my custom upgrade](#)

Hotel

Palmer House a Hilton Hotel
17 East Monroe Street
✓ Chicago, Illinois 60603
USA
Phone: +1-312-726-7500

[Maps and directions](#), [Local guide](#), [Weather](#)

Room and Plan Selection

DETAILS	(USD)
<u>HIP & HISTORIC KING</u> 	
<u>FLEXIBLE RATE</u>	
Price:	\$184.00
Taxes:	\$32.02
Total for stay:	\$216.02

Stay Information

Arrival: Thursday, 05 Apr 2018 ✓
Departure: Friday, 06 Apr 2018 ✓
1 room for 1 night
1 adult ✓

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 3:00 pm and check-out is at 11:00 am.

Guest Information

Guest name: Robert Runcie
Additional Guests:
Address type: Home
Address: On file
Email: On file
Phone: On file
Comments: On file

Payment Information

Card type: Visa
Card number:
Expiration:
P/card ✓

RR

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: April 6, 2018

Location: Chicago, IL

Purpose: Legislative Meetings

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
4/6	X <i>Hotel provides complimentary breakfast</i>	X ✓	X OK ✓
Totals	\$8	\$11	\$20

Grand Total: \$39 ~~\$31.00~~ ✓

Hilton Hotel provides Complimentary buffet breakfast.

Georgina F. Parker

From: Theresa M. Silva
Sent: Tuesday, April 3, 2018 9:54 PM
To: RR
Cc: Georgina F. Parker
Subject: Re: FW: Active Voice Project

Importance: High

Will do.

Thank you

Get [Outlook for Android](#)

*No agenda
provided.*

From: RR
Sent: Tuesday, April 3, 9:51 PM
Subject: FW: Active Voice Project
To: Theresa M. Silva, Georgina F. Parker

4/6/18

RR

Please put the Joyce Foundation Meeting on the list of Friday Meetings in Chicago. The meeting is at 3:00 at the location noted below in Beth's email.

Also, we are meeting with the Obama Foundation at 10:30 A.M. on Friday, so put this on the calendar as well.

From: RR
Sent: Tuesday, April 3, 2018 3:32 PM
To: 'Beth Swanson' <BSwanson@joycefdn.org>
Subject: RE: Active Voice Project

Beth,

This is very helpful. Thank you for your thoughts on this. We will have responses and information on the questions and bullets you provided.

The attendees will be:

Laurie Rich Levinson, School Board Member
Susan Cantrick, Executive Director of Applied Learning
Megan West, Director of District Debate Program (a division of Applied Learning)
Matt Yale, Tusk Ventures
Robert Runcie, Superintendent

Thank you and we'll see you at 3 P.M.

From: Beth Swanson <BSwanson@joycefdn.org>
Sent: Tuesday, April 3, 2018 12:51 PM
To: RR <r.r@browardschools.com>
Subject: RE: Active Voice Project

Hi Bob,

Thanks for sharing this overview. I was able to review this morning and have a few thoughts for you as you start to approach funders.

I think providing more background on Broward and context (e.g., overview of current programs and outcomes) for AVP would be helpful. Perhaps a brief (2-page?) overview document (and then timeline doc would follow)? The overview doc would provide background, describe the foundation from which you are working, and describe the change and results that you are driving toward. Some thoughts:

Brief snapshot/background facts on Broward
An overview of the current state of this work within Broward. How far reaching is the debate program? What has been the success of that? Why do you think that is the program creating these student outcomes? Do you also have civic education programs? Service learning? Other? More detail on AVP. As I read the timeline, I wanted to know more about your vision for the work and some detail on curriculum, workshops, etc. Are you creating the curriculum from scratch? Or do you already have teachers/schools integrating debate skills across courses that you can point to and build from? Are you working with outside partners to do this? Do you have in-house expertise to develop the curriculum and trainings? The ten district partners – are they in FL? Across the country? What are they "committing" to when they sign on to AVP? Do they commit to the whole district doing AVP? A certain number of schools within the district? What does success look like (at the end of year 1, 2 and 3)? What are the benchmarks of success? I know the ultimate goal is to "mobilize one million students by 2021," but what does that mean to students, teachers, schools, etc? What is different in 2021?

I will review again before Friday, but wanted to share these thoughts for now. Hope it is helpful!

We will host here at Joyce, 321 N Clark, Suite 1500. I will confirm our participants later today and please let me know who will be attending with you, as we need to register everyone with security. I look forward to seeing you!

Best,
Beth

From: RR [<mailto:r.r@browardschools.com>]
Sent: Monday, April 2, 2018 2:24 PM
To: Beth Swanson <BSwanson@joycefdn.org>
Subject: Active Voice Project

Beth,

Thank you for taking the time on your break to connect and discuss this important effort that we are launching – The Active Voice Project, which is a movement of student activism, student awareness student awareness of vital public policy issues, and student growth through research, debate, and civic engagement.

The Active Voice Project has three main goals:

Create Safe Spaces for All Voices: Provide opportunities for students from every segment of society to learn and share their voices about pressing issues like gun safety, student welfare, immigration, healthcare, and foreign policy.

Train Teachers and Student Leaders: Train teachers in all disciplines to incorporate debate skills into their curricula and train student leaders how to create safe spaces for their peers to dissect, discuss, and debate. This is an interdisciplinary approach to education that will better engage students and allow them to develop relevant 21st century critical thinking and life skills.

Engage Civic Leaders: Create a culture of collaboration where engagement with local and national lawmakers is commonplace both in and out of the classroom with the goal of informing and initiating changes in legislation at the state and national levels.

Attached please find a summary proposal for your review and to share with any other parties you feel may have an interest in this.

As we discussed, we are arriving in Chicago, late Thursday night, for the meeting with you and representatives of the Joyce Foundation. Also, we are happy to include any other foundations/organizations that you are able to invite to attend.

Please confirm the time and location so that we can finalize our travel plans. Thanks again and I look forward to our discussion on Friday.

Robert Runcie
Superintendent



Brief highlights of a remarkable year in our public schools: <http://browardschools.com/districtdigest>

Great District for Great Teachers:

<https://becon.eduvision.tv/directplayer.aspx?q=CT1wecDsedB7Ef0VA768TJ9jQS%252fNr2VI4rFNwu7DO%252fx3yQYbCZBxq4DAp4YzJcpU>

600 Southeast Third Avenue
Fort Lauderdale, Florida 33301
754-321-2600 | Supt_Runcie@browardschools.com
browardschools.com | Twitter: @RobertwRuncie



Educating Today's Students to
Succeed in Tomorrow's World

Under Florida law, e-mail addresses, and all forms of communications, including e-mail communications, made or received in connection with the transaction of School Board business are public records, which must be retained as required by law and must be disclosed upon receipt of a public records request, except as may be excluded by federal or state laws. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone.

The School Board of Broward County, Florida expressly prohibits bullying, including cyberbullying, by or towards any student or employee. See Policy 5.9: Anti-Bullying for additional information.

TRAVEL VOUCHER
The School Board of Broward County, Florida

VENDOR
 NUMBER

439681

Name: Robert Runcie

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
April 19, 2018.	2:00pm	4:55pm	Fort Lauderdale, FL to Orlando, FL	1.0
April 19, 2018.	9:43pm	11:15pm	Orlando, FL to Fort Lauderdale, FL	
Total Days used to Compute Per Diem				1.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☒ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐
 If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
 Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

TRANSPORTATION:
 Common Carrier (attach ticket receipt) 317.18
 Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)
 Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00
 Current rate as published in the annual memorandum from the Treasurer's Office.
 Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
PER DIEM: Lodging & Meals
 Current rate as published in the annual memorandum from the Treasurer's Office.
 x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435
 --OR--
 Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Meals *Current rate as published in the annual memorandum from the Treasurer's Office*
MISCELLANEOUS:
 Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...
 Other (attach explanation)
LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount) 317.18
TOTAL REIMBURSEMENT REQUESTED 0.00
 (Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
 IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No	Gross Amount	G/L Account (8) Class+Obj+O's	Bus Area (4)	Cost Center (10) BA+TL+O	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + O's
		53330000	1100	1100095110	1000				7200000000000000

Budgetkeeper/Bookkeeper: Georgina Parker

Phone # 754-321-2600

Form #3044 Rev. 1/18

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

Applicant: Robert Runcie

Date 4/17/18

Personnel Number 92795

School/Department Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period:

Depart on: 4/19, 20 18; Return on 4/19, 20 18 Total work days requested 1.0

****INCLUDE ALL TRAVEL DAYS****

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

A. Conference/Convention of (Name of Sponsor):	Principal Leadership Award and meet with Legislative Leaders
Meeting in (City and State):	Orlando, FL
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): <u>United Airlines and Spirit Airlines</u>	317.18
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**	
Private Car Mileage(<u>0.00</u> miles x \$ <u>0.535</u> cents per mile): rate effective 1/1/17 *Current rate as published in the most recent memorandum from the Treasurer's Office.*	0.00
Taxi, limousine, tolls, etc. *receipts must be on company letterhead* *cannot accept copies, credit card or bank statements*	
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested	
OR	
HOTEL: \$ _____ per day x _____ days requested)	0.00
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)	
MISCELLANEOUS:	
Registration: (individual membership is not part of registration)	
Other: (specify) _____	
TOTAL ESTIMATED EXPENSES:	317.18
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
--	--------

IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)

Applicant: _____	Date: <u>4/17/18</u>
Principal/Department Head: <u>[Signature]</u>	Date: <u>4/17/18</u>
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: <u>[Signature]</u>	Date: <u>4/17/18</u>
Additional Approval: _____	Date: _____

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: ROBERT W. RUNCIE Position: SUPERINTNDENT

The following is a summary of my trip to Orlando, Florida
City & State

for: April 19, 2018 – Principal Leadership Award and Meet with Legislative Leaders
Convention/Seminar, Etc.

Date(s) Summary of Day's Events

4/19 travel to Orlando

4/19 attend Leadership award ceremony and meet with legislative leaders

4/19 travel to Fort Lauderdale, FL



Signature

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP AGENDA

Name: **Robert W. Runcie** Position: **Superintendent**

The following is a summary of my trip to **Orlando, Florida**
City & State

No Agenda Provided.

YOU'RE ALL SET!

Look for an email from us soon. You may want to go ahead and print this page for your records as well. Thanks for choosing to fly with us, we'll see you soon!

Please note – If you have purchased transfers or activities a separate email will be sent providing you with more information.



(<http://www.dollar.com/specials/regular/101126.aspx?iata=00261811>)



(<http://www.thrifty.com/deals/Regular/101126.aspx?iata=00261811>)

CONFIRMATION CODE DGUBKH

BOOKING DATE Monday, April 16, 2018

A handwritten signature in blue ink, appearing to read "BOK".

Flight

[Add Trip to Calendar \(ItineraryCalendarEvent.aspx\)](#)

Orlando - MCO

Fort Lauderdale - FLL

Flight: 303

Thursday

April 19, 2018

Miles: 178

✓ - confirmation email has been sent to: supt.runtie@browardschools.com

Trip information

EL1Y8H

Purchase summary

Total

\$145.00

Travellers

✓ 3:40 am → ✓ 5:55 am
✓ 3:40 am → ✓ 5:55 am

✓ 3:40 am → ✓ 5:55 am

3:40 am

Travellers

TRAVEL VOUCHER
The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie ✓

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
✓ April 25, 2018.	10:00am	1:30pm	Fort Lauderdale, FL to Orlando, FL	1.0
✓ April 26, 2018.	11:00am	2:30pm	Orlando, FL to Fort Lauderdale, FL	
Total Days used to Compute Per Diem				1.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☒ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐
 If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
 Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

TRANSPORTATION:
 Common Carrier (attach ticket receipt)
 Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)
 Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00
 Current rate as published in the annual memorandum from the Treasurer's Office.
 Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
PER DIEM: Lodging & Meals
 Current rate as published in the annual memorandum from the Treasurer's Office.
 x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435
 --OR--
 Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS..... 347.63
 Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 30.00 ✓
MISCELLANEOUS:
 Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...
 Other (attach explanation)
LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount) 347.63
TOTAL REIMBURSEMENT REQUESTED 30.00 ✓
 (Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
 IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	G/L Account (8) Class + Obj + D's	Bus Area (4)	Cost Center (10) BA + T + L + D	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (18) Function + Activity + D's
	30.00	53330000	1100	110095110	1000				72.00000000000000

Budgetkeeper/Bookkeeper: Georgina Parker

Phone # 754-321-2600

Form #3044 Rev. 1/18

The School Board of Broward County, Florida

Applicant: Robert Runcle ✓

Date 4/4/18

Personnel Number 92795 **School/Department** Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period:

Depart on: 4/25, 2018 ; Return on 4/26[✓], 2018 Total work days requested 20
****INCLUDE ALL TRAVEL DAYS****

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

A. Conference/Convention of (Name of Sponsor):	FADSS Mental Health Summit
Meeting in (City and State):	Orlando, FL
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): _____		
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**		
Private Car Mileage(0.00 miles x \$ 0.535 cents per mile): rate effective 1/1/17	0.00
Current rate as published in the most recent memorandum from the Treasurer's Office.		
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*		
cannot accept copies, credit card or bank statements		
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested		
OR		
HOTEL:	\$ 347.63 per day x 1 days requested)	347.63
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)		78.00
MISCELLANEOUS:		
Registration: (individual membership is not part of registration)		
Other: (specify) _____		
TOTAL ESTIMATED EXPENSES:		347.63
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
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

IV. **AUTHORIZATION** (For signature requirements see School Board Policy 4007)

Applicant: _____ Date: _____
Principal/Department Head: _____ Date: _____
Chief Operating Officer/Associate/Assistant/Area/Deputy
Superintendent: *[Signature]* Date: *4/4/18*
Additional Approval: *[Signature]* Date: *4/9/18*

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: ROBERT W. RUNCIE Position: SUPERINTNDENT

The following is a summary of my trip to Orlando, Florida
City & State

for: FADSS Mental Health Summit
Convention/Seminar, Etc.

Date(s) **Summary of Day's Events**

4/25 travel to Orlando, FL

4/25 attend Statewide Partner Dinner

4/26 participate in FADSS Mental Health Summit

4/26 travel to Fort Lauderdale, FL



Signature



MARRIOTT

ORLANDO AIRPORT MARRIOTT

GUEST FOLIO

932 ROOM 309.00 04/26/18 ✓ DUPLICATE 15:45 834
 HK NAME DEPART TIME ACCT#
 TYPE 600 SE 3RD AVE FL 10 04/25/18 ✓
 FT LAUDERDAL FL ARRIVE TIME
 333013125

ROOM
CLERK

ADDRESS

VSXXXXXX
PAYMENT

P/cash

MR#: 138868064

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
04/25	ROOMRATE 932, 1	309.00		
04/25	STATE TX 932, 1	20.09		
04/25	OCC TAX 932, 1	18.54		
04/25	TAX EXEM 1NTSTTX			
04/25	CCARD-VS		38.63	
			309.00	

.00

P/cash



MARRIOTT

ORLANDO AIRPORT MARRIOTT
 7499 AUGUSTA NAT'L D
 ORLANDO, FL 32822

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.6% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

MEAL REIMBURSEMENT

Name: Robert Runcie

Personnel #: 92795

Dates of Travel: April 25 - 26, 2018

Location: Orlando, FL

Purpose: FADSS Mental Health Summit

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
4/25		X ✓	
4/26	X ✓	Travel time X ✓	
Totals	\$8	\$22	

Grand Total: \$30 ✓ 30



**Florida Association of District School
Superintendents
Mental Health in Florida Public Schools
Summit**

"Framing the Challenge and Creating Solutions Together"
April 25-26, 2018

Draft Agenda

Wednesday, April 25, 2018

6:00 p.m. Reception

6:30 p.m. Statewide Partner Dinner

Purpose

- Increase awareness of the current state of mental health services in Florida Public Schools.
- Gain commitment from statewide partners in support of a collaborative, community approach to mental health in schools.

Thursday, April 26, 2018

Purpose

- Identify external community partner resources
- Develop strategies to collaborate between school districts and community partners to capitalize on partner resources.

8:00 a.m. Moving from Present to Ideal: A Working Framework to Provide Comprehensive Mental Health Services in Schools

- Enhance understanding of the ideal model of mental health services in schools.
- Identify what is needed to move from now to ideal.
- Identify external community partner resources

8:30a.m. Navigating the Requirements of Recent Mental Health Legislation

- An overview of SB 7026 and other related legislation as it relates to mental health and safety in schools.

– Continued –

9:30 a.m. BREAK

Small Group Discussions

Four concurrent, 60-minute sessions will be held. The small group discussions will bring together staff from statewide partners and superintendents and other district administrators to accomplish the following:

- Identify challenges and barriers districts face in providing mental health services.
- Explore ways partners can contribute to district efforts to provide mental health services.
- Develop a series of next steps for districts and partners to collaborate on providing needed services.

Small Group Options:

- ❖ Mental Health and Child Welfare
- ❖ Education and Student Services
- ❖ School-Based Mental Health
- ❖ Multiagency Networks
- ❖ Law Enforcement

9:45 a.m. Creating Solutions Together: Small Group Discussions, Round One

10:45a.m. Transition to Next Group

11:00 a.m. Creating Solutions Together: Small Group Discussions, Round Two

12:00 noon LUNCH ✓

1:00 p.m. Creating Solutions Together: Small Group Discussions, Round Three

2:00 p.m. Transition to Next Group

2:15 p.m. Creating Solutions Together: Small Group Discussions, Round Four

3:15 p.m. Discussion Summary

Each partner group will report on the following:

- The most important learnings they will take away from this Summit
- Next steps to be taken after the summit.

3:45 p.m. Wrap Up

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie

2019 JAN 16 PM 2:01

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

BROWARD COUNTY, FLORIDA

Date

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
May 3, 2018. ✓	9:00am	10:30am	Fort Lauderdale, FL to Key Largo, FL	2.0
May 4, 2018. ✓	1:00pm	2:30pm	Key Largo, FL to Fort Lauderdale, FL	
Total Days used to Compute Per Diem				2.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE _____ RENTAL CAR _____ PRIVATE CAR _____ OTHER _____
 If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
 Name of Travel Agent: _____

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:

Common Carrier (attach ticket receipt) _____

Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

--OR--

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS..... Covered by Broward w/shop

Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 11.00 ✓

MISCELLANEOUS:

Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation) _____

LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount)

TOTAL REIMBURSEMENT REQUESTED 11.00 ✓

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
 IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No	Gross Amount	G/L Account (8) Class-Obj+0's	Bus Area (4)	Cost Center (10) BA+T+L+D	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + 0's
	11.00	53330000	1100	110009510	1000				7200000000000000

Budgetkeeper/Bookkeeper: Georgina Parker

Phone # 754-321-2500

Form #3044 Rev. 1/18

The School Board of Broward County, Florida

Date 5/1/18

School/Department Superintendent's Office

The applicant requests temporary duty assignment for the following period

****INCLUDE ALL TRAVEL DAYS****

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

A. Conference/Convention of (Name of Sponsor):	Broward Workshop's Annual Retreat
Meeting in (City and State):	Key Largo, FL ✓
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): _____		
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**		
Private Car Mileage(_____ 0.00 miles x _____ \$ 0.535 cents per mile):	rate effective 1/1/17	0.00
Current rate as published in the most recent memorandum from the Treasurer's Office.		
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*		
cannot accept copies, credit card or bank statements		
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested		
OR		Broward Workshop will cover the Hotel cost.
HOTEL: \$ _____ 460.00 per day x _____ 1 days requested)		0.00
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)		\$78.00
MISCELLANEOUS:		
Registration: (Individual membership is not part of registration)		
Other: (specify) _____		
TOTAL ESTIMATED EXPENSES:		0.00
TRAVEL ADVANCE REQUEST (explain):		

III. TRAVEL EXPENSES WILL BE CHARGED AS FOLLOWS:

Name of Cost Center being charged **Broward Workshop will cover room rate.**

Internal Account Fund being charged, if applicable

IS A SUBSTITUTE REQUIRED DURING ABSENCE?		NO	YES
1	1		
2	2		
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100	100		

IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)

Applicant: <u>Robert Muncie</u>	Date: <u>5/1/18</u>
Principal/Department Head: _____	Date: _____
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: _____	Date: _____
Additional Approval: <u>Mona Puster</u>	Date: _____

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: ROBERT W. RUNCIE Position: SUPERINTNDENT

The following is a summary of my trip to Key Largo, Florida
City & State

for: Broward Workshop – 37th Annual Retreat
Convention/Seminar, Etc.

Date(s) Summary of Day's Events

5/3 travel to Key Largo, FL

5/3 attend Broward Workshop Annual Retreat events

5/4 attend Broward Workshop Annual Retreat events

5/4 travel to Fort Lauderdale, FL



Signature

MEAL REIMBURSEMENT

Name: Robert Runcie

Personnel #: 92795

Dates of Travel: May 3 - 4, 2018

Location: Key Largo, FL

Purpose: Broward Workshop's Annual Retreat

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
5/4		X ✓	
Totals		\$11 ✓	

Grand Total: \$11 

BROWARD WORKSHOP – 37th ANNUAL RETREAT

Ocean Reef Club, Key Largo

May 3 & 4, 2018

AGENDA

THURSDAY, May 3rd:

12:00 – 12:05pm
North Ballroom

Welcome & Opening Remarks
James Donnelly, Chairman

12:05-1:15pm

Lunch & Keynote Speaker
Congressman Ted Deutch, US House of Representatives

 **James Donnelly**

12:00-5:00pm

Alternative Activities for Spouses

BW - Pool Hospitality Area (complimentary food & drinks)

All spouses/guests are invited to attend the lunch and meetings sessions or join us for lunch and then enjoy the reserved pool hospitality area

1:15 – 1:30pm

Coffee Break

1:30 – 4:00pm

Presentations

1:30 – 2:15pm

Homelessness Issue:

Andrae Bailey – CEO, Lead Homelessness

2:15 – 2:45pm

Affordable Housing Issue:

Sen. Nan Rich - Commissioner, Broward County Board of Commissioners
& Chair of the Coordinating Council of Broward

Sandra Veszi Einhorn, Executive Director, Coordinating Council of Broward

2:45 – 3:15pm

Tourism Issues:

Alan Cohen - Asst. to the County Administrator, Broward County Commission

3:15 – 3:45pm

Transportation Sales Tax Referendum:

TBA – Broward County

3:45 – 4:00pm

Coffee Break

4:00 – 5:00pm

Committee Break-Out Sessions

Each Committee to Set Goals for 2018-2019



5:00 – 5:05pm

Announcements & Adjournment of Meeting

James Donnelly, Chairman

5:05 – 6:00pm	<u>Free Time</u>
6:00 – 8:00pm Amberjack Lawn	<u>Cocktail Reception & Team Competition</u> Golf Cart Poker Run
8:00 – 9:30pm Tarpon Room	<u>Grand Dinner</u>
9:30pm – 11:30pm Lagoon/Beach	<u>Late Night Beach Party</u> Bonfire with S'mores Music & Dancing Outdoor Games (Corn Hole, Bocce Ball, Washer Toss & Horseshoes)
<u>FRIDAY, May 4th:</u>	
8:00 – 10:00am North Ballroom	<u>Breakfast Buffet</u>
8:50 – 9:00am	<u>Welcome & Opening Remarks</u> James Donnelly, Chairman
9:00 – 9:40am	<u>Breakfast Keynote Speaker</u> COL Marshall "Vito" Ecklund, Deputy Commander, Special Operations Command South
9:40 – 10:10am	<u>"Resiliency Florida – The Economic Cost of Inaction"</u> Rep. Kristin Jacobs – Florida State Representative and Executive Director, Resiliency Florida accompanied by Frank Bernadino
10:10 – 11:00am	<u>BW Key Issues</u> SE FL Marine Science Research Hub Update Howard Greenberg, Chairman Committee Reports Prioritization of Key BW Issues
11:00 – 11:50am	<u>BW Board Meeting</u> 2018-2019 BW Budget James Donnelly – Chairman Shaun Davis – Finance Chair 2018 Bylaws Revision Matt Katz – Co-Chair, Governance Committee Gary Rosen – Co-Chair, Governance Committee 2018-2019 Election of Officers Colin Brown – Chair, Nominating Committee
11:50 – 12:00pm	<u>Closing Remarks & Adjournment of Retreat</u> James Donnelly, Chairman

TRAVEL VOUCHER

VENDOR ACCOUNT NUMBER 439681

The School Board of Broward County, Florida

2018 JUL 30 PM 2:37

2018 OCT 17 AM 8:29

Name: Robert Runcie ✓

Personnel Number 92795

School/Department Superintendent's Office

SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Doc No. 9511

Date 7/23/18

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
7/19/18	1:00PM	5:00PM	Fort Lauderdale, FL to Palm Coast, FL	2.0
7/21/18	10:00am	4:00pm	Palm Coast, FL to Naples, FL	
Total Days used to Compute Per Diem				2.0

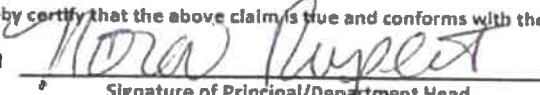
II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☐ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐
If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached)
Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:
Common Carrier (attach ticket receipt)
Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)
Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00
Current rate as published in the annual memorandum from the Treasurer's Office.
Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.
Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.
PER DIEM: Lodging & Meals
Current rate as published in the annual memorandum from the Treasurer's Office.
x days (as computed in Section I, above). Refer to Business Practice Bulletin A-435
--OR--
Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.
Meals *Current rate as published in the annual memorandum from the Treasurer's Office* meals reimbursed per allowable times
MISCELLANEOUS:
Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...
Other (attach explanation) FADSS will cover room accommodations and most meals.
LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount)
TOTAL REIMBURSEMENT REQUESTED
(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION: I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval 
Signature of Principal/Department Head


Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	GL Account (8) Class+Obj+D's	Bus Area (4)	Cost Center (10) BA+T+L+O	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + D's
	31.00	5313000	1100	10057510	1000				7200000000000000
	42.00								

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

Exhibit 1

Applicant: Robert Runcie ✓

Date 7/18/18

Personnel Number 92795

School/Department Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period

Depart on: 7/19, 20 18 ; Return on 7/20, 20 18 Total work days requested 1.0
INCLUDE ALL TRAVEL DAYS

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

A. Conference/Convention of (Name of Sponsor):	FADSS Board of Directors Summer Planning Meeting
Meeting in (City and State):	Palm Coast, FL
B. Other School Board business (specify):	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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):	
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>0.545</u> cents per mile): Rate effective 1/1/18	0.00
Current rate as published in the annual memorandum from the Treasurer's Office.	
Taxi, limousine, tolls, etc. (receipts must be imprinted with company logo)	
(cannot accept copies, credit card or bank statements)	
PER DIEM: Lodging & Meals - *Current rate as published in the annual memorandum from the Treasurer's Office* x <u> </u> days requested	
OR	
HOTEL: \$ <u> </u> per day x <u> </u> days requested	0.00
MEALS: *Current rate as published in the annual memorandum from the Treasurer's Office*	19.00
MISCELLANEOUS:	
Registration: <i>PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE</i>	
Other: (specify) <u> </u>	
TOTAL ESTIMATED EXPENSES:	19.00
TRAVEL ADVANCE REQUEST (explain):	

III. TRAVEL EXPENSES WILL BE CHARGED AS FOLLOWS:

Name of Cost Center being charged FADSS will cover room accommodations and most meals.

Internal Account Fund being charged, if applicable

IS A SUBSTITUTE REQUIRED DURING ABSENCE? NO YES

IV. AUTHORIZATION (For signature requirements, see School Board Policy 4007)

Applicant: <u>Robert Runcie</u>	Date: <u>7/18/18</u>
Principal/Department Head: <u> </u>	Date: <u>7/19/18</u>
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: <u>Nora Kuper</u>	Date: <u> </u>
Additional Approval: <u> </u>	Date: <u> </u>

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Palm Coast, Florida
City & State

for: FADSS BOARD OF DIRECTORS SUMMER PLANNING MEETING
Convention/Seminar, Etc

Date(s)

Summary of Day's Events

7/19 travel to Palm Coast, FL

7/20 participate in Workshop meeting

7/21 depart to Palm Coast, FL


Signature

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

Exhibit 1

Applicant: Robert Runcie Date 7/18/18

Personnel Number 92795 School/Department Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period

Depart on: 7/19, 2018; Return on 7/20, 2018 Total work days requested 1.0
****INCLUDE ALL TRAVEL DAYS****

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

A. Conference/Convention of (Name of Sponsor):	FADSS Board of Directors Summer Planning Meeting
Meeting in (City and State):	Palm Coast, FL
B. Other School Board business (specify):	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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):	
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>0.545</u> cents per mile): Rate effective 1/1/18	0.00
<i>*Current rate as published in the annual memorandum from the Treasurer's Office.*</i>	
Taxi, limousine, tolls, etc. (receipts must be imprinted with company logo)	
(cannot accept copies, credit card or bank statements)	
PER DIEM: Lodging & Meals - *Current rate as published in the annual memorandum from the Treasurer's Office* x <u> </u> days requested	
OR	
HOTEL: \$ <u> </u> per day x <u> </u> days requested	0.00
MEALS: *Current rate as published in the annual memorandum from the Treasurer's Office*	19.00
MISCELLANEOUS:	
Registration: <i>PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE</i>	
Other: (specify) <u> </u>	
TOTAL ESTIMATED EXPENSES:	19.00
TRAVEL ADVANCE REQUEST (explain):	

III. TRAVEL EXPENSES WILL BE CHARGED AS FOLLOWS:

Name of Cost Center being charged FADSS will cover room accommodations and most meals.

Internal Account Fund being charged, if applicable

IS A SUBSTITUTE REQUIRED DURING ABSENCE?	NO YES
--	--------

IV. AUTHORIZATION (For signature requirements, see School Board Policy 4007)

Applicant: <u>Robert Runcie</u>	Date: <u>7/18/18</u>
Principal/Department Head:	Date: <u>7/18/18</u>
Chief Operating Officer/Associate/Assistant Area/Deputy Superintendent: <u>Nora Vupera</u>	Date: <u> </u>
Additional Approval:	Date: <u> </u>

Suzette Mcleish

From: Sally Hay
Sent: Monday, October 15, 2018 3:45 PM
To: Suzette Mcleish
Subject: Fw: Lexmark Scan
Attachments: image2018-10-15-154300.pdf

Here you go.
Sally

Accounting Specialist II
Business Support Center
7720 West Oakland Park Boulevard
Sunrise, Florida 33351
P: 754-321-0651 F: 754-321-0926
sally.hay@browardschools.com
browardschoolsbusiness.com



Educating Today's Students to
Succeed in Tomorrow's World

Under Florida law, e-mail addresses, and all communications, including e-mail communications, made or received in connection with the transaction of School Board business are public records, which must be retained as required by law and must be disclosed upon receipt of a public records request, except as may be excluded by federal or state laws. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

School Board Policy 5.9 expressly prohibits bullying, including cyberbullying, by or towards any student or employee.

From: BSC_MX611_MailArea@browardschools.com <BSC_MX611_MailArea@browardschools.com>
Sent: Monday, October 15, 2018 3:43 PM
To: Sally Hay
Subject: Lexmark Scan

DO NOT REPLY!

This e-mail was generated by a Lexmark MFP.
Please see the attached file.

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: July 19-21, 2018

Location: Palm Coast, FL

Purpose: FADSS Board of Director Summer Planning Meeting

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

travel started @ 1 pm

Date	Breakfast	Lunch	Dinner
7-19		X	
7-20		X	X
7-21		X	
Totals		11 \$22	\$20

Grand Total: \$42 31.00 \$42.00

X RWR

FW: FADSS Board of Directors Summer Planning Meeting

RECEIVED
ACCOUNTING & FINANCIAL
DEPT

2018 OCT 17 AM 8:30

SCHOOL BOARD OF
HIGHLAND COUNTY, FLORIDA

SAP DOWN
10/15 - 10/16 2018



From: Renee Wallace
Sent: Friday, April 6, 2018 10:41 AM
Subject: FADSS Board of Directors Summer Planning Meeting



The Florida Association of District School Superintendents
invites you to attend the

2018 FADSS Board of Directors Summer Planning Meeting

The Board meeting will be held July 19-21, 2018 at the following location:

The Hammock Beach Resort
200 Ocean Crest Drive, Palm Coast, Florida 32137

A reservation has been made for you for the nights of July 19 and 20. The Association will pay for travel related expenses for these nights. The Hammock Beach Resort will honor the FADSS rate for additional days based on availability. If you would like to make additional room reservation, please indicate the dates of your reservation on the attached form. Any additional nights will be at personal expense. FADSS encourages you to bring your family. Please let us know if you will be bringing family so we can make sure you have accommodations that meet your needs.

The session will begin with a reception at 6:00 p.m. on Thursday, July 19 followed by a dinner at 6:30 p.m. Work sessions will be held on Friday, July 20 and Saturday, July 21 beginning with breakfast at 7:30 a.m. and the planning session from 8:30 a.m. to 12:00 noon respectively.

Please complete the attached form and return it to Renee Wallace at rwallace@fadss.org. Family and guests are encouraged to participate in all social functions. Casual dress is recommended.

We look forward to seeing you in Palm Coast!

July 19 Dinner
July 20 Breakfast
July 21 Breakfast } Meals given

Suzette Mcleish

RECEIVED
ACCOUNTING & FINANCIAL

From: Sally Hay
Sent: Monday, October 15, 2018 11:27 AM
To: Suzette Mcleish
Subject: Agenda for Mr. Runcie
Attachments: image2018-10-15-112110.pdf

2018 OCT 17 AM 8:29

THE SCHOOL BOARD OF
BROWARD COUNTY, FLORIDA

Suzette,

Here is Mr. Runcie's agenda.

Sally

Sally Hay

Accounting Specialist II
Business Support Center
7720 West Oakland Park Boulevard
Sunrise, Florida 33351
P: 754-321-0651 F: 754-321-0926
sally.hay@browardschools.com
browardschoolsbusiness.com



Established 1913
BROWARD
County Public Schools

Educating Today's Students to
Succeed in Tomorrow's World

Under Florida law, e-mail addresses, and all communications, including e-mail communications, made or received in connection with the transaction of School Board business are public records, which must be retained as required by law and must be disclosed upon receipt of a public records request, except as may be excluded by federal or state laws. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

School Board Policy 5.9 expressly prohibits bullying, including cyberbullying, by or towards any student or employee.

From: BSC_MX611_MailArea@browardschools.com <BSC_MX611_MailArea@browardschools.com>
Sent: Monday, October 15, 2018 11:21 AM
To: Sally Hay
Subject: Lexmark Scan

DO NOT REPLY!

This e-mail was generated by a Lexmark MFP.
Please see the attached file.

Suzette Mcleish

From: Sally Hay
Sent: Thursday, October 11, 2018 3:21 PM
To: Suzette Mcleish
Subject: Re: Travel Voucher - Robert Runcie

Suzette,

We have not received a response yet.

Sally

Sally Hay

Accounting Specialist II
Business Support Center
7720 West Oakland Park Boulevard
Sunrise, Florida 33351
P: 754-321-0651 F: 754-321-0926
sally.hay@browardschools.com
browardschoolsbusiness.com



BROWARD
County Public Schools

Educating Today's Students to
Succeed in Tomorrow's World

Under Florida law, e-mail addresses, and all communications, including e-mail communications, made or received in connection with the transaction of School Board business are public records, which must be retained as required by law and must be disclosed upon receipt of a public records request, except as may be excluded by federal or state laws. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

School Board Policy 5.9 expressly prohibits bullying, including cyberbullying, by or towards any student or employee.

From: Suzette Mcleish
Sent: Wednesday, October 10, 2018 9:46:58 AM
To: Sally Hay
Subject: Travel Voucher - Robert Runcie

Good Morning Sally,

See attached Travel Voucher for Robert Runcie. Voucher missing Agenda.

If no response by 10/11/18 2pm, voucher will be returned.

Thank you.

Regards,

Suzette Mcleish

**Accounting & Financial Reporting Department
Accounts Payable Group**

To: Superintendent's Office - Georgina Parker

Date: 7/30/18

From: Wanda Radcliff

Tel: 754-321-2281

RE: **Robert Runcie**

Travel dates: **7/19/18-7/21/18**

Your Travel Voucher was returned for the reason/s checked below:

1. Authorized approval signature missing on:

Check Request _____

TDA _____

Class "C" Travel Meals Voucher _____

Travel Voucher _____

Expense Voucher _____

Mileage Voucher _____

2. Additional Approval needed from: _____ on:

Check Request _____

Invoice _____

TDA _____

Travel Voucher _____

Expense Voucher _____

Mileage Voucher _____

3. Missing from form:

Vendor Number _____

(If employee needs to be set up with a vendor number, please contact Procurement Dept to set up. Resubmit packet once vendor number has been provided)

4. Additional Items needed:

Approval by Associate/Area Superintendent _____

Original Expense Receipts _____

Expense Voucher _____

Agenda Program _____

Trip Report _____

Approved TDA _____

5. Resubmit on new form:

Check Request _____

Mileage Voucher _____

Class "C" Travel Meals Voucher _____

Travel Voucher _____

Expense Voucher _____

6. Missing coding: **ENTIRE LINE OF CODING**

G/L Account _____

Cost Center _____

Fund _____

Internal Order _____

WBS Element _____

Grant _____

Functional Area _____

7. Other: Submit all packets BSC

**PLEASE DO NOT DETACH. RETURN THIS FORM ON TOP AS COVER SHEET
WITH DOCUMENTS.**

TRAVEL VOUCHER
The School Board of Broward County, Florida

VENDOR
NUMBER 439681

Name: Robert Runcie ✓ 2018 JUL 30 PM 2:37

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date 7/10/18

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
✓ 6/27/18.	2:31pm	7:49pm	Aspen, CO	5.0
✓ 7/1/18.	7:45am	5:52pm	Fort Lauderdale, FL	
Total Days used to Compute Per Diem				5.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE _____ RENTAL CAR _____ PRIVATE CAR _____ OTHER _____
If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:

Common Carrier (attach ticket receipt) 638.60

Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

--OR-- Aspen Institute did not cover all meals.

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS..... 1,600.00

Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 99.00

MISCELLANEOUS:

Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation)

LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount) 2,238.60

TOTAL REIMBURSEMENT REQUESTED 99.00

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION: The Aspen Institute covered all expenses. No receipts to provide.

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval 
Signature of Principal/Department Head


Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No	Gross Amount	G/L Account (8) Class+Obj+0's	Bus Area (4)	Cost Center (10) BA+T+L+0	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + 0's
	47.00	53370000	1100	1100015110	1000				7200 (0.0000000000)

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

Applicant: Robert Runcie ✓

Date 5/18/18

Personnel Number 92795

School/Department Superintendent's Office

Position: Superintendent

The applicant requests temporary duty assignment for the following period

Depart on: 6/27, 20 18; Return on 7/1, 20 18 Total work days requested 5.0

INCLUDE ALL TRAVEL DAYS

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

A. Conference/Convention of (Name of Sponsor):	Ideas Festival
Meeting in (City and State):	Aspen, CO
B. Other School Board business (specify)	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

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): <u>Skywest DBA United Airlines</u>	638.60
Rental Car *review State of FL Vehicle Rentals Contract **RENTAL MUST BE MOST ECONOMICAL**	
Private Car Mileage(<u>0.00</u> miles x \$ <u>0.535</u> cents per mile): rate effective 1/1/17	0.00
Current rate as published in the most recent memorandum from the Treasurer's Office.	
Taxi, limousine, tolls, etc. *receipts must be on company letterhead*	
cannot accept copies, credit card or bank statements	
PER DIEM: Current rate (as published in the most recent memorandum from the Treasurer's Office) x _____ days requested	
OR	
HOTEL: \$ <u>400.00</u> per day x <u>4</u> days requested)	1,600.00
MEALS: Current rate (as published in the most recent memorandum from the Treasurer's Office)	195.00
MISCELLANEOUS: SBBC WILL COVER ALL MEANS NOT PROVIDED BY CONFERENCE	
Registration: (Individual membership is not part of registration)	
Other: (specify) _____	
TOTAL ESTIMATED EXPENSES:	2,433.60
TRAVEL ADVANCE REQUEST (explain):	

III. TRAVEL EXPENSES WILL BE CHARGED AS FOLLOWS:

Name of Cost Center being charged The Aspen Institute covered all expenses. No receipts to provide.

Internal Account Fund being charged, if applicable _____

IS A SUBSTITUTE REQUIRED DURING ABSENCE? NO YES

IV. AUTHORIZATION (For signature requirements see School Board Policy 4007)

Applicant: _____	Date: <u>5/18/18</u>
Principal/Department Head: _____	Date: _____
Chief Operating Officer/Associate/Assistant/Area/Deputy Superintendent: <u>Robert Runcie</u>	Date: <u>5-18-18</u>
Additional Approval: <u>Nolo Kupen</u>	Date: <u>5-24-18</u>

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Aspen, CO
City & State

for: Ideas Festival
Convention/Seminar, Etc

<u>Date(s)</u>	<u>Summary of Day's Events</u>
-----------------------	---------------------------------------

<u>6/27</u>	<u>travel to Aspen, CO</u>
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<u>6/28</u>	<u>participate in Ideas Festival (presenting)</u>
-------------	---

<u>6/29</u>	<u>participate in Ideas Festival (panel discussion)</u>
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<u>6/30</u>	<u>participate in Ideas Festival (interview)</u>
-------------	--

<u>7/1</u>	<u>travel to Fort Lauderdale, FL</u>
------------	--------------------------------------


Signature

Georgina F. Parker

From: Howley, Brett <Brett.Howley@aspeninstitute.org>
Sent: Wednesday, May 16, 2018 11:51 AM
To: Georgina F. Parker; Miller, Jamie
Cc: Johnson, Tricia
Subject: RE: Superintendent Robert Runcie/Aspen Ideas Fest 2
Attachments: 2018 AIF Speaker Briefing Book.BH..pdf

Dear Georgina,

We are thrilled that Superintendent Runcie will be able to join us at the Aspen Ideas Festival this summer.

Please find the Speaker Welcome Letter below and the Speaker Briefing Book attached. They will begin to answer any questions that may be bubbling.

We are able to provide airfare and 3 nights hotel accommodation for the Superintendent's trip to see us. If you'd like to book his travel on your own and have us reimburse you, we'd be happy to reimburse up to \$950. Alternatively, you can submit a travel request form and our travel agent will book his travel so the Superintendent is never out of pocket. Here is the link to request travel: <http://www.stayaspensnowmass.com/travel-request-form-aspen-ideas-festival-speaker>. We already have hotel blocks so we will make those arrangements for him.

Please also register through the link below so that we can mark his attendance as "official".

<https://aspeninstitute.wufoo.com/forms/zguxsw516vzydn/>

Please let me know if you have any questions.

Very much looking forward to having Superintendent Runcie at the Festival,

Brett

Ms. Brett Howley
Program Manager | Aspen Ideas Festival
The Aspen Institute
(970) 544-7938



ASPEN IDEAS FE

WELCOME TO THE 2018 ASPEN IDEAS FESTIVAL!

June 24 – June 30, 2018 • Aspen, Colorado

On behalf of the Aspen Institute and *The Atlantic*, thank you for agreeing to join us in Aspen as a presenter at the 2018 Aspen Ideas Festival! We are thrilled to host you. The discussions in which you will take part, and the ideas you will share, are fundamental to the success of the event. We appreciate your commitment to be a part of this important exchange of ideas, and as the Festival approaches, we are getting more and more excited about putting the pieces together to create what is sure to be a phenomenal Ideas Festival.

To complete the final step of becoming a 2018 presenter, please review the attached speaker information, and click here to complete the online registration form as soon as possible. As you will note, we are asking for personal information to best communicate with you, travel and lodging information for your trip to Aspen, and your short bio and photo for our program materials. Please note that our website will go live on May 1 to feature all of our speakers for this upcoming Festival and we would love to include your short bio and photo on this list. If we do not receive your information by May 1, we cannot guarantee you will be featured on our website or in our program guide.

We are more than happy to discuss the Festival with you further, in the event you have questions that are not answered in the attachment. Brett Howley can also answer questions; you can reach her at brett.howley@aspeninst.org or 970-544-7938.

We're honored to have you join us. Without your generous participation, we could not provide attendees with this powerful and substantive experience. At a time when the opportunity to engage deeply in the world of ideas seems increasingly rare, the Aspen Ideas Festival is something of an intellectual oasis that has found a remarkably interested and motivated audience.

With warmest regards,

Kitty Boone, Vice President, Public Programs, The Aspen Institute

Killeen Brettmann, Managing Director, Aspen Ideas Festival

Deborah Murphy, Conference Services Director

-----Original Message-----

From: Georgina F. Parker [mailto:georgina.parker@browardschools.com]
Sent: Wednesday, May 16, 2018 7:46 AM
To: Miller, Jamie <jamie.miller@aspeninst.org>
Cc: Howley, Brett <Brett.Howley@aspeninstitute.org>; Johnson, Tricia <Tricia.Johnson@aspeninst.org>
Subject: RE: Superintendent Robert Runcie/Aspen Ideas Fest 2

Thank you Jamie,

I will await the travel information.

Georgina

-----Original Message-----

From: Miller, Jamie [mailto:jamie.miller@aspeninst.org]
Sent: Tuesday, May 15, 2018 5:13 PM
To: Georgina F. Parker <georgina.parker@browardschools.com>
Cc: Howley, Brett <Brett.Howley@aspeninstitute.org>; Johnson, Tricia <Tricia.Johnson@aspeninst.org>

Subject: Superintendent Robert Runcie/Aspen Ideas Fest 2

Importance: High

Dear Georgina,

We are thrilled Superintendent Runcie will be joining us! We will plan to have him from June 27-30th or thereabouts. We can decide on exact dates once we get the flights sorted out.

One session we'd like him to do is a panel on education and technology (which he and Ross Weiner have discussed), as well as a one on one interview. We can send you detailed scheduling information on those as soon as our agenda get a bit more firm.

My colleague Brett Howley will send you all the necessary registration and conformation materials, and we'll be on our way!

Thanks so much for your help.

Best,

Jamie

FT. LAUD-HLWD ✓
INT'L AIRPORT
954-359-0200
EXIT A122
PRO NO. 2768
ET: 062718 12:41 ✓
EX: 070118 18:43 ✓
AMOUNT: \$ 75.00 ✓
TAX INCLUDED
VI

AUTH. CODE 022341
ENTRY 14
RATE
RC10
VAL \$ 0.00
THANK YOU



ASPEN
IDEAS
FESTIVAL

PLAN

PLANNING FOR THE FESTIVAL

To complete the final step of becoming a 2018 presenter, please complete the [online speaker registration form](#) within two weeks of receipt of this email.

2018 PROGRAM TRACKS

The Aspen Ideas Festival includes several thematic tracks, some spanning the full week and others spanning three days. While tracks provide the opportunity to frame programming, it is often appropriate to align speakers with multiple tracks.

PREPARE FORMAL REMARKS

If you are giving an individual talk, please prepare formal remarks. For panel discussions, we encourage panelists to make the discussion more of an engaging, free-flowing conversation than a formal presentation. The moderator of each panel will organize a meeting with panelists ahead of time to discuss topics and the format that will be used to steer the conversation.

POWERPOINT PRESENTATIONS & AUDIO/VISUAL SUPPORT

Lively and candid interpersonal exchange is the hallmark of the Aspen Institute and is essential to our mission. With this in mind, we do not allow the use of PowerPoint presentations and other multimedia aids during panel discussions. Audio/visual aids for individual presentations will be considered, and we are able to arrange for PowerPoint or Keynote presentations.

Special audio/visual needs above the use of PowerPoint or Keynote must be approved by the Festival Speaker Team by June 1. If you are scheduled to give an individual presentation, you will receive an email with more details closer to the event regarding audio/visual needs. All final AV files and presentations must be sent to the Festival Speaker Team no later than Friday, June 15.

SPOTLIGHT: HEALTH JUNE 21 - JUNE 24

PROGRAM TRACKS

- THE CUTTING EDGE OF MEDICINE AND SCIENCE
- DISRUPTING HEALTH SYSTEMS
- HEALTHY COMMUNITIES
- OUR PLANET, OUR HEALTH

FESTIVAL 1 JUNE 24 - JUNE 27

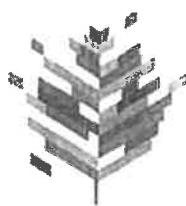
PROGRAM TRACKS

- GLOBALIZATION REVISITED
- OUR IMPERFECT UNION
- SEISMIC SHIFTS
- THE ART OF JUSTICE
- DESIGN FOR THE NEW NORMAL
- FREEDOM OF SPEECH AND THE MARKETPLACE OF IDEAS
- THE SEXES

FESTIVAL 2 JUNE 27 - JUNE 30

PROGRAM TRACKS

- GLOBALIZATION REVISITED
- OUR IMPERFECT UNION
- SEISMIC SHIFTS
- THE ART OF JUSTICE
- MOVED BY MUSIC
- STAYING HUMAN IN A HIGH-TECH WORLD
- THE GENIUS OF ANIMALS



ASPEN
IDEAS
FESTIVAL

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PROFILE OF THE FESTIVAL AUDIENCE

The Festival audience is composed of civic-minded individuals, including business executives, artists, educators, scientists, philanthropists, government officials, non-profit employees, and international guests and partners.

FESTIVAL AGENDA

The full Festival agenda will not be available until the week before the Festival begins. Once the agenda is released, you will be able to access it on the Festival's website at aspenideas.org.

PERSONAL SPEAKING SCHEDULE

The Festival Speaker Team will work with you throughout the planning process to find a suitable date and time that works for your panel/presentation. You will receive a preliminary personal schedule in mid-June. It is extremely important that you also look at the schedule provided in your registration materials when you arrive in Aspen as some things may have changed. Due to the dynamic nature of the Festival, last-minute schedule changes are sometimes necessary. We will contact you directly if any changes occur that affect your personal schedule once the Festival begins.

You are encouraged and welcome to attend any and all sessions during the Festival that do not conflict with your speaking schedule

GUEST REGISTRATION/ATTENDANCE

One guest pass to the Festival is available for a spouse or significant other only. Please register your spouse's name when you fill out your [online speaker registration](#) materials. A guest can attend anything a regular, full-paying pass holder can attend. If you would like to bring additional guests, please contact Deborah Murphy at 970.544.7955 to purchase additional Festival Passes. Please note that we are unable to provide transportation costs or additional lodging for your guest.

PRIVATE EVENTS

Some privately hosted events will occur over the course of the Festival. Where applicable, the event hosts may email you a digital invitation. If you receive an invitation, please RSVP promptly to the contact listed, as hosts are eager to plan accordingly. Speakers are responsible for keeping track of their private event schedules.



ASPEN
IDEAS
FESTIVAL

TRAVEL & LODGING

TRAVEL & LODGING

BOOKING TRAVEL TO ASPEN

Stay Aspen Snowmass (SAS) is the official travel partner for the Aspen Ideas Festival. When you complete your online speaker registration materials, a link will appear on the confirmation page to an Itinerary Request Form. Once you complete this form entirely, SAS will contact you directly with a suggested itinerary. At that point, you will be asked to confirm the itinerary suggested and your travel will be officially booked. If you would like to book your own travel arrangements, please notify and send your final itinerary to Brett Howley at brett.howley@aspeninst.org or 970.544.7938.

LODGING INFORMATION AND HOTEL CONFIRMATION

In mid-June the Festival Speaker Team will email your hotel information and confirmation number. We must have your travel itinerary in order to book your hotel room. The Festival will cover three nights of lodging while you are in Aspen.

ADDING ADDITIONAL LODGING NIGHTS

Please contact the Festival Speaker Team for additional hotel nights at your expense. Please note that these requests will be honored based on availability, and costs may vary.

AIRPORT TRANSPORTATION

We will provide ground transportation to/from the Aspen airport. When you arrive in Aspen, please make your way to the Baggage Claim area where our Aspen concierge will connect you with your hotel transportation. If you are traveling through Denver International Airport, our Denver concierge will be at the gates of Aspen-bound flights. As the Festival dates draw closer, contact information for both the Aspen and Denver concierges will be sent to you. Should you have any trouble with your connection, please contact the appropriate concierge directly.

TRANSPORTATION DURING THE FESTIVAL

During the Festival, there are shuttles that run between hotels in town and the Aspen Meadows campus for breakfast, lunch, and evening sessions. The Aspen Meadows Resort shuttle runs downtown every half hour. You will receive a detailed transportation document when you pick up your speaker registration materials at the Festival, and should you need any additional assistance getting to or from a speaking engagement, our team would be happy to drive you. With all the transportation options available, we do not recommend renting a car. Parking at the Aspen Institute is extremely limited during the Festival.



ASPEN
IDEAS
FESTIVAL

AT THE FESTIVAL

AT THE FESTIVAL

SPEAKER REGISTRATION

Your pass will be available for pickup at the Speaker Registration Desk in the Comcast NBC Universal Aspen Ideas Pavilion on The Aspen Institute's campus at 1000 North Third Street in Aspen, Colorado from 9am to 5pm daily from June 24 to June 30. Please email us if you plan to arrive outside of these times and wish to pick up your credentials for same-day sessions.

DRESS CODE

We encourage "Aspen Casual" dress for presenters. This means dress slacks and button-down shirts for men (no ties) and dresses, skirts, or dress pants and tops for women. Many of the talks are video recorded, so presenters are advised to avoid wearing tops that are white, black, or have small patterns (stripes, checks, plaids, etc.).

MEETING WITH CO-PANELISTS AND MODERATORS

In early June, the Festival Speaker Team will email your individual schedule. If you are moderating a panel, contact information for your panelists will be included. Moderators will schedule one conference call (at minimum) with their panel at least two weeks before the Festival. Please feel free to also reach out to the Festival Speaker Team for your moderator's contact information. The Aspen Meadows restaurant, downstairs in the Meadows Reception Center, is reserved each morning during the Festival for meetings between panelists and moderators.

CONTACT INFORMATION

BRETT HOWLEY PROGRAM MANAGER

brett.howley@aspeninst.org or 970.544.7938

DEBORAH MURPHY LODGING ACCOMMODATIONS

deborah.murphy@aspeninst.org or 970.544.7955

Dear Aspen Ideas Festival Presenter,

We could not be more excited for the Aspen Ideas Festival to kick off tomorrow! Please find your up-to-date schedule below. You will receive an email from me on the evening prior to your session(s) re-iterating the time and location of your talk. Please do look for and read carefully this email in the off chance that we have had to change certain details regarding your session.

Also, we have a packed schedule the next seven days, with tight turn-arounds in between each session. When your session is over and you have been de-mic'd, please step off the stage to continue conversations with audience members (who will likely be clamoring to chat with you). This will help us stay on schedule and get the next panel ready to go.

From all of us at the Aspen Institute and the Atlantic, we are so grateful to you for joining us for this very special week.

If you have questions about absolutely anything regarding the Festival, please do not hesitate to reach out.

Brett

Ms. Brett Howley
Program Manager | Aspen Ideas Festival
The Aspen Institute
(970) 544-7938

Schedule For Robert Runcie
as of (6/23/2018)

When	Where	Role	What	Info	Track / Participants
Thursday, June 28, 2018 (3:10pm-4:00pm)	Doerr- Hosier Center, Kaufman Room		Breakout	Tech in Schools: From Distraction to Win-Win As technology advances into schools, and children grow up immersed in gadgets, apps, and social media, concerns about the implications of a high-tech environment on child development are becoming more urgent. With the pervasiveness of attention-seeking and addictive electronic devices, how can we maximize the benefits and convenience of technology while mitigating potential downsides? How can digital devices improve teaching and learning, and where we do we need to focus to make sure students get healthy, holistic, and rich learning in school?	Staying Human in a High-Tech World A. Kamenetz/R. Runcie/ D. Tavenner/R. Wiener

Friday, June 29, 2018 (12:00pm-12:50pm)	Koch Building, Lauder Room		Aspen Policy Series	Unleashing the Potential of Underserved Students Far too many students in the United States and around the world face challenges when seeking a quality education; this untapped potential is a waste of societal and economic resources. In this session, education and civil society leaders will talk about their efforts to engage underserved and refugee youth, and their successes and failures in helping those youth overcome barriers to success. Demond Drummer, co-founder and executive director of Coderspace and a 2018 Aspen Ideas Festival Scholar, will also be joining the panel.	Aspen in Action M. Abdel-Kader/Z. Rahman/ R. Runcie
Saturday, June 30, 2018 (11:30am-12:20pm)	Doerr-Hosier Center, McNulty Room		Breakout	The Crucible of Leadership: An Interview with Broward County Schools Superintendent Robert Runcie Robert Runcie always hoped that the students of his district would have a chance to participate in the national conversation; he just couldn't have imagined that it would be a horrific mass shooting — at Marjory Stoneman Douglas High School in Parkland, FL — that would compel them to speak out. Runcie, who immigrated to the United States as a child, knew the power of education to change his own life, and was determined for his students to know it through rigorous curriculum, a mandatory civic engagement program, and progressive approaches to discipline. How have his leadership philosophies stood up to this ultimate, tragic test?	Our Imperfect Union J. Capehart/R. Runcie

MEAL REIMBURSEMENT

Name: Robert W. Runcie



Personnel #: 92795

Dates of Travel: June 27 – July 1

Location: Aspen, CO

Purpose: Ideas Festival

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
6/27			X
6/28			X
6/29			X
6/30			X
7/1	X	X	
Totals	\$8	\$11	\$80

Grand Total: \$99

**Accounting & Financial Reporting Department
Accounts Payable Group**

To: Superintendent's Office - Georgina Parker

Date: 7/30/18

From: Wanda Radcliff

Tel: 754-321-2281

RE: **Robert Runcie**

Travel dates: **6/27/18-7/1/18**

Your Travel Voucher was returned for the reason/s checked below:

1. Authorized approval signature missing on:
Check Request _____ Travel Voucher _____
TDA _____ Expense Voucher _____
Class "C" Travel Meals Voucher _____ Mileage Voucher _____
2. Additional Approval needed from: _____ on:
Check Request _____ Travel Voucher _____
Invoice _____ Expense Voucher _____
TDA _____ Mileage Voucher _____
3. Missing from form: 5
Vendor Number _____
(If employee needs to be set up with a vendor number, please contact Procurement Dept to set up. Resubmit packet once vendor number has been provided)
4. Additional Items needed:
Approval by Associate/Area Superintendent _____ Agenda Program _____
Original Expense Receipts _____ Trip Report _____
Expense Voucher _____ Approved TDA _____
5. Resubmit on new form:
Check Request _____ Travel Voucher _____
Mileage Voucher _____ Expense Voucher _____
Class "C" Travel Meals Voucher _____
6. Missing coding: **ENTIRE LINE OF CODING**
G/L Account _____ Internal Order _____
Cost Center _____ WBS Element _____
Fund _____ Grant _____
Functional Area _____
7. Other: Not in travel logbook prior to 7/5/18

**PLEASE DO NOT DETACH. RETURN THIS FORM ON TOP AS COVER SHEET
WITH DOCUMENTS.**

TDA / Travel Voucher Reconciliation 2014 - 2015

TDA Date	Conference Name	Reimbursement Req. Amt	Description	Comment
3/3/15 - 3/5/15	Various Meetings Regarding Education - Tallahassee, FL	\$98.00	reimburse for meal	✓
1/15/15 - 1/17/15	The Broad Center Forum - Santa monica, CA	\$38.00	reimburse for meal	
12/10/14 - 12/10/14	Florida Tax Watch Project - Orlando, FL	\$11.00	reimburse for meal	
12/8/14 - 12/8/14	Code.Org Event - Washington, DC	\$59.00	reimburse for meal	
11/12/14 - 11/14/14	The Education Trust national Conference - Baltimore, MD	\$8.00 \$28.00	reimburse for meal	
TOT		264.00 \$284.00		

Class PR

439681

1901128418

Personnel Number 92795

Loc No. 9511

Date _____

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
9/13/18.	12:00pm	5:00pm	FLL to Little Rock, AR	1.0
9/14/18.	12:00pm	9:00pm	Little Rock, AR to FLL	
Total Days used to Compute Per Diem				1.0

AIRPLANE		RENTAL CAR		PRIVATE CAR		OTHER	
If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached)							
Name of Travel Agent:							

TRANSPORTATION:		
Common Carrier (attach ticket receipt)		1,100.00
Rental Car (attach rental contract) review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL		
Private Car Mileage <u>0.00</u> miles x <u>0.545</u> cents per mile Rate effective 1/1/18		0.00
Current rate as published in the annual memorandum from the Treasurer's Office.		
Tolls and parking (attach actual receipts).	CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....	
Taxi, Limousine, etc: (attach actual receipts).	CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....	
PER DIEM: Lodging & Meals		
Current rate as published in the annual memorandum from the Treasurer's Office.		
x <u> </u> days (as computed in Section I. above). Refer to Business Practice Bulletin A-435		
--OR--		
Hotel (attach <u>paid</u> receipt)	CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....	
Meals	*Current rate as published in the annual memorandum from the Treasurer's Office*	
MISCELLANEOUS:		
Registration (attach <u>paid</u> receipt and agenda)	Meals reimbursed per allowable limits PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE	31.00 59.00
Other (attach explanation)		
LESS TRAVEL ADVANCES:		
(input total advance - cell already formulated to reflect negative amount)		
TOTAL REIMBURSEMENT REQUESTED		1,100.00
(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)		31.00 59.00

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval _____

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

**MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION**

Check Request No	Gross Amount	G/L Account (8) Class+Obj+D's	Bus Area (4)	Cost Center (10) BA+T+L+D	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + D's
	31.00	53370000	1100	1100075110	1000				
	48.00								
							90+C Hd	S-100 0102	7200010000000000

Budgetkeeper/Bookkeeper
Form #3044 Rev. 1/18

July, 1892

Phone # 321-065

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: ROBERT W. RUNCIE Position: SUPERINTNDENT

The following is a summary of my trip to Little Rock, Arkansas
City & State

for: National Governors Association – Governor's Education Division
Convention/Seminar, Etc

Date(s) **Summary of Day's Events**

9/13 travel to Little Rock, AR

9/14 participate in Panel Discussion

9/14 travel to Fort Lauderdale, FL


Signature

P: 754-321-2600 F: 754-321-2701
georgina.parker@browardschools.com
browardschools.com



**Educating Today's Students to
Succeed in Tomorrow's World**

Under Florida law, e-mail addresses, and all forms of communications, including e-mail communications, made or received in connection with the transaction of School Board business are public records, which must be retained as required by law and must be disclosed upon receipt of a public records request, except as may be excluded by federal or state laws. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone.

The School Board of Broward County, Florida expressly prohibits bullying, including cyberbullying, by or towards any student or employee. See Policy 5.9: Anti-Bullying for additional information.

From: Samuel, Aaliyah [<mailto:ASamuel@NGA.ORG>]
Sent: Wednesday, May 30, 2018 11:28 AM
To: Supt Runcie <supt_runcie@browardschools.com>
Cc: Theresa M. Silva <theresa.silva@browardschools.com>; Saran, Stephanie <ssaran@nga.org>
Subject: NGA GEPA Institute Session

Dear Superintendent Runcie,

The National Governors Association Center for Best Practices Education Division will host our 2018 Governors' Education Policy Advisors (GEPA) Institute on September 12th-14th in Little Rock, Arkansas.

We would be honored to have you serve as a speaker for our School Safety and Prevention session. This presentation will take place on Friday, September 14th in the morning and will focus on approaches to making schools safe through a multi-pronged approach including perspectives from Education, Health, and Homeland Security and Public Safety. This institute will draw a diverse group of policy, research and advocacy leaders and experts to explore a range of timely topics, including: innovations in governance and finance; supporting and strengthening the education workforce; addressing issues of equity and access; and exploring social-emotional learning. We expect to have more than thirty GEPAs and subject-area experts from across the country in attendance.

Please let me know if you are available to speak at the GEPA Institute as your schedule permits. The NGA Center will cover airfare and reimburse for ground transportation, hotel, checked bags and one day per diem.

If you have any questions, please feel free to contact me or Beth Caron, Program Director (cc'd). Beth can be reached at bcaron@nga.org or 202-624-5332.

Thank you for your consideration.

A.

Aaliyah A. Samuel, EdD
Director, Education Division
National Governors Association Center for Best Practices
444 North Capitol St. N.W., Ste. 267
Washington, DC 20001

Georgina F. Parker

From: Delta Air Lines <DeltaAirLines@e.delta.com>
Sent: Friday, August 10, 2018 12:30 PM
To: Supt Runcie
Subject: Your Flight Receipt - ROBERT RUNCIE 13SEP18



Hello, ROBERT

Your Trip Confirmation #: J05FKZ

MANAGE MY TRIP >

You're all set. If you need to adjust your itinerary, you can make standard changes to your flight on delta.com including time, date and destination. Explore all of your options here.

Thu, 13SEP ✓

DEPART

ARRIVE

DELTA 2026

FT LAUDERDALE, FL

ATLANTA

Delta Comfort+® (W)

1:10pm

3:03pm

DELTA 2105

ATLANTA

LITTLE ROCK, AR

Delta Comfort+® (W)

4:28pm

5:02pm

Fri, 14SEP

DEPART

ARRIVE

DELTA 1861

LITTLE ROCK, AR

ATLANTA

Delta Comfort+® (W)

2:35pm

5:10pm

DELTA 2327

ATLANTA

FT LAUDERDALE, FL

Delta Comfort+® (W)

6:41pm

8:35pm

TSA CHANGES - ARRIVE EARLY

Please be aware of the recent changes to TSA screening procedures, including the requirement to place powder-like substances over 12oz./350ml in your checked bag when traveling on an international flight to the United States. For more information on powder restrictions, visit delta.com.

In addition to these changes, many airports are experiencing a high volume of travelers, resulting in long check-in, baggage drop and security checkpoint lines. Please plan to arrive at the airport at least 2 hours prior to your departure when traveling domestically (within the U.S) and at least 3 hours prior to your departure when traveling internationally. We also encourage passengers to check-in online at delta.com or via the Fly Delta app to help avoid delays.

NEW SERVICE & SUPPORT ANIMAL REQUIREMENTS

Delta welcomes trained service animals, including psychiatric service and emotional support animals on our flights. Effective March 1, 2018 we are changing our requirements. For these requirements please go to: delta.com/animals.

AUTOMATIC CHECK-IN NOW AVAILABLE

We've added Automatic Check-In to the Fly Delta app to save you time and hassle. This means if you're traveling in the United States, Puerto Rico or the U.S Virgin Islands, we'll automatically check you in 24 hours prior to your scheduled departure. Just open the app and you'll be on your way. Don't have the app? [Click here to download](#). [Learn more about automatic check-in](#).

RESTRICTED HAZARDOUS ITEMS

To ensure the safety of our customers and employees, **Delta will no longer accept smart bags starting January 15, 2018. Smart bags with non-removable lithium-ion batteries** will not be permitted as carry-on or checked baggage on any Delta mainline or Delta Connection flight. For more information, please visit our News Hub.

Hoverboards or any lithium battery powered self-balancing personal transportation devices are also not permitted as both carry-on and checked baggage.

Spare batteries for other devices, fuel cells, and e-cigarettes are permitted in carry-on baggage only. If your carry-on bag contains these items and is gate checked, they must be removed and carried in the cabin. Further information and specific guidelines regarding restricted items can be found [here](#).

Passenger Info

NAME	FLIGHT	SEAT
ROBERT RUNCIE	DELTA 2026	15C
	DELTA 2105	10C
	DELTA 1861	10C
	DELTA 2327	17A

Visit delta.com or use the Fly Delta app to view, select or change your seat. If you purchased a Delta Comfort+™ seat or a Trip Extra, please visit My Trips to access a receipt of your purchase.

Flight Receipt

Ticket #: 0062335691800

Place of Issue: Delta.com

Ticket Issue Date: 10AUG18

Ticket Expiration Date: 10AUG19

METHOD OF PAYMENT

VI*****

\$627.60 USD

CHARGES

Air Transportation Charges

Base Fare \$541.39 USD

Taxes, Fees and Charges

United States - September 11th Security Fee(Passenger \$11.20 USD

Civil Aviation Security Service Fee) (AY)

United States - Transportation Tax (US) \$40.61 USD

United States - Passenger Facility Charge (XF) \$18.00 USD

United States - Flight Segment Tax (ZP) \$16.40 USD

TICKET AMOUNT \$627.60 USD

NONREF/PENALTY APPLIES

This ticket is non-refundable unless the original ticket was issued at a fully refundable fare. Some fares may not allow changes. If allowed, any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply.

Fare Details: FLL DL X/ATL DL LIT211.16XAUSA9CB DL X/ATL DL FLL330.23LAUUA0CL USD541.39END ZP FLLATLLITATL XF FLL4.5ATL4.5LIT4.5ATL4.5

Checked Bag Allowance

The fees below are based on your original ticket purchase. **If you qualify for free or discounted checked baggage**, this will be taken into account when you check in.

Thu 13 Sep 2018 DELTA: FLL ATL

CARRY ON	FIRST	SECOND
FREE	\$25 ^{USD}	\$35 ^{USD}

Thu 13 Sep 2018 DELTA: ATL LIT

CARRY ON	FIRST	SECOND
INCLUDED	INCLUDED	INCLUDED

Visit delta.com for details on baggage embargos that may apply to your itinerary.

Fri 14 Sep 2018 DELTA: LIT ATL

CARRY ON	FIRST	SECOND
FREE		\$35 ^{USD}

Georgina F. Parker

From: United Airlines, Inc. <unitedairlines@united.com>
Sent: Thursday, September 13, 2018 3:06 PM
To: Supt Runcie
Subject: eTicket Itinerary and Receipt for Confirmation BYWSCM

Receipt for confirmation number BYWSCM



A STAR ALLIANCE MEMBER

[United logo link to home page](#)

Confirmation: BYWSCM

Review Flight

[Check-In >](#)

Issue Date: September 13, 2018

TRAVELER INFORMATION

Traveler	eTicket Number	Frequent Flyer Number	Seats
RUNCIE/ROBERT	0162417042431		4A/10D

FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Fri, 14SEP18	UA4343	E	LITTLE ROCK, AR (LIT) 1:55 PM	HOUSTON, TX (IAH -BUSH INTL) 3:36 PM	ERJ-145	

Flight operated by EXPRESSJET AIRLINES INC. doing business as UNITED EXPRESS.

Fri, 14SEP18	UA480	E	HOUSTON, TX (IAH -BUSH INTL) 4:50 PM	FORT LAUDERDALE, FL (FLL) 8:22 PM	A-320	Purchase
--------------	-------	---	---	--------------------------------------	-------	----------

FARE INFORMATION

Fare Breakdown

- Airfare:

418.60

USD

- U.S. Transportation Tax:

31.40

- U.S. Flight Segment Tax:

Form of Payment:

VISA

Last Four Digits

8.20

- September 11th Security Fee:

5.60

- U.S. Passenger Facility Charge:

9.00

- Per Person Total:

472.80

USD

- eTicket Total:

472.80

USD

The airfare you paid on this itinerary totals: 418.60 USD

The taxes, fees, and surcharges paid total: 54.20 USD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.

REFUNDABLE

Additional
Charges:

Thu., Sep. 13, [REDACTED] was charged 95 USD for the Travel Options bundle / EDD
01629247775374
95.00 USD for: Economy Plus Seat

Baggage allowance and charges for this itinerary.

Baggage fees are per traveler

Origin and destination for checked baggage	1 st bag	2 nd bag	Maximum weight and dimensions per piece of baggage Max wt / dim per piece
9/14/2018 Little Rock, AR (LIT) to Fort Lauderdale, FL (FLL)	30.00 USD	40.00 USD	50.0lbs (23.0kg) - 62.0in (157.0cm)

Important Information about MileagePlus Earning

- Accruals vary based on the terms and conditions of the traveler's frequent flyer program, the traveler's frequent flyer status and the itinerary selected. United MileagePlus® mileage accrual is subject to the rules of the MileagePlus program
- Once travel has started, accruals will no longer display. You can view your MileagePlus account for posted accrual
- You can earn up to 75,000 award miles per ticket. The 75,000 award miles cap may be applied to your posted flight activity in an order different than shown

MEAL REIMBURSEMENT

Meals Travel time
 9/13 L \$11.00
 9/14 L+D \$31.00

 \$42.00

Name: Robert Runcie

Personnel #: 92795

Dates of Travel: September 13 – 14, 2018

Location: Little Rock, Arkansas

Purpose: National Governors Association Center

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
9/13		11 ✓	X ✓
9/14	X	5 ✓	X ✓
Totals	\$8	\$11.22	\$40.20

Grand Total: \$59.22





SPEAKER

BRIEFING BOOK 2018



Education Division

GOVERNORS' EDUCATION POLICY ADVISORS INSTITUTE

DRAFT

September 12 - 14, 2018

Capital Hotel • 111 West Markham Street • Little Rock, Arkansas 72201

Wednesday, September 12th

11:30 AM - 12:30 PM *Ballroom Foyer* **Registration and Lunch**

12:30 PM - 3:00 PM



*Little Rock
Central High
School, 1500 S
Park St, Little
Rock, AR
72202*

Optional Service Project: Central High School Career Day

Description: During this service project, participants will visit with students at historic Central High for a career day event where Governors' Education Policy Advisors will share their individual paths into state government and Central High students will have an opportunity to speak directly to governors' policy advisors about their education priorities and questions.

5:30 PM - 7:30 PM

Registration

5:30 PM - 6:00 PM

Mezzanine

Reception
Business Casual Attire

6:00 PM - 7:30 PM



Ballroom

Keynote Dinner Session

Keynote Speaker: Minnijean Brown-Trickey, Civil Rights Icon

Moderator: Dr. Aaliyah Samuel, Education Division Director, NGA Center

Panelists:

- Janel George, Senior Policy Advisor, Learning Policy Institute
- Jason Willis, Director of Strategy & Performance in the Comprehensive School Assistance Program (CSAP), WestEd
- Superintendent Dr. Scott Brabrand, Superintendent of Fairfax County Public Schools, Virginia

Thursday, September 13th

7:00 AM - 4:00 PM *Ballroom Foyer* **Registration**

8:00 AM - 8:30 AM

Ballroom

Buffet Breakfast
(General Attendees)

8:15 AM - 8:30 AM

Ballroom

Breakfast Keynote

Speaker: Governor Asa Hutchinson, Arkansas

8:30 AM - 9:00 AM



Ballroom

Welcome and Overview

Session Description: Dr. Aaliyah Samuel will share highlights from the NGA Center for Best Practices' Education Division gubernatorial candidate priority monitoring project. This project seeks to identify what the candidates are prioritizing in education in order to prepare for the new class of governors, their staff and future requests. This session will feature Sara Shelton from Education Commission of the States. Ms. Shelton will brief attendees on the life-cycle of a governor from now to re-elected to legacy and update on gubernatorial campaign tracking work.

Speakers:

- **Dr. Aaliyah Samuel**, Director, Education Division, NGA Center
- **Sara Shelton**, Director of State Relations, Education Commission of the States

9:00 AM—9:30 AM



Ballroom

Session I: Good Jobs for All Americans

Session Description: As Chair of the National Governors Association, Governor Bullock has chosen to focus on the 'Good Jobs for All Americans'. This session will discuss the Governor's vision of the future of work in Montana, the role the state's education system plays in preparing Montanans for the jobs ahead, and why the Governor chose to make this initiative a priority during his tenure. This session will also highlight a successful local model, BillingsWorks, which serves as an exemplar for community, education, and industry partnership resulting in an improved school to workforce pipeline.

Speakers:

- **Siri Smillie**, Education Policy Advisor, Governor Bullock, Montana
- **Karen Baumgart**, Director, BillingsWorks

9:30 AM—9:45 AM



Ballroom

Hot Topic: Carl D. Perkins Reauthorization Update

Speaker: **Stephen Parker**, Legislative Director, Education and the Workforce, NGA

9:45 AM - 10:45 AM



Ballroom

Session II: Pathways to Graduation

Session Description: Building on Governor Bullock's vision, this session will highlight different, but equally important, pathways for ensuring that students graduate from high school ready to pursue a postsecondary education or enter the workforce.

Moderator: **Stephen Parker**, Legislative Director, Education and the Workforce, NGA

Panelists:

- **Hedy Chang**, Executive Director, Attendance Works
- **Dr. Carey Wright**, State Superintendent of Education, Mississippi
- **Kim Green**, Executive Director, Advance CTE
- **Carmel Martin**, Senior Advisor, State & Local Partnerships, Emerson Collective

10:45 AM – 11:00 AM *Ballroom*

Break

11:00 AM -11:45 AM *Ballroom*



Session III: Engaging Business in Education

Session Description: Dane Linn, Vice President of Business Roundtable and former NGA Education Division Director, will discuss how the business community can be an ally in supporting the planning and implementation of education policies focused on preparing students for postsecondary and career. Dane will also discuss the rise of the 'Workforce Governor' and how their focus differs from the 'Education Governor'.

Speaker: Dane Linn, Vice President, Business Roundtable

11:45 AM – 1:00 PM *Brooks Parlor*

Attendee Lunch

11:45 AM - 1:00 PM *Baxter Parlor*

GEPA-only Lunch

1:00 PM - 2:15 PM *Ballroom*



Session IV: Financing Early Childhood Education with a Highly Qualified Workforce

Session Description: Committee members from the National Academy of Medicine's *Transforming the Financing of Early Care and Education* report will briefly overview the report and focus on the recommendation for states to form public-private coalitions to create strategic business plans around transforming the financing of early care and education. Additionally, a panel with state examples of coalitions working on financing plans and will be highlighted.

Moderator: Dr. Beth Caron, Program Director, Education Division, NGA Center

Panelists:

- **Kathy Glazer**, President, Virginia Early Childhood Foundation
- **Gerald M. Cutts**, President and CEO, First Children's Finance
- **Donald Songy**, Senior Education Policy Advisor, Governor Bel Edwards, Louisiana

2:15 PM – 2:30 PM *Ballroom*

Break

2:30 PM - 3:45 PM *Ballroom*

Session V: Spotlight on the States: Supporting Teachers and Leaders
Session Description: This session will spotlight Governors' Offices who have chosen to make supporting their state's teachers and leaders a



priority. While pursuing complimentary ventures, each state is currently situated in a different stage of the gubernatorial lifecycle. The session will not only highlight each states' different, but important, approach to supporting teacher and leaders, but will discuss how the gubernatorial lifecycle has impacted when and how they work.

Moderator: Seth Gerson, Program Director, Education Division, NGA Center

Panelists:

- **LaTanya Pattillo**, Teacher Advisor to Governor Cooper, North Carolina
- **Linda Fandel**, Special Advisor to Governor Kim Reynolds, Iowa
- **Dr. Wayne Lewis**, Interim Commissioner of Education, Kentucky

3:45 PM - 4:00 PM

Ballroom

Review and Next Steps

Speaker: Dr. Aaliyah Samuel, Director, Education Division, NGA Center

4:30 PM - 6:30 PM

William J. Clinton Presidential Library and Museum

Tour of William J. Clinton Library and Museum

6:30 PM—7:00 PM

William J. Clinton Presidential Gallery

Reception

7:00 PM—8:00 PM

William J. Clinton Presidential Great Hall



Seated Dinner: Cybersecurity and Coding in Schools



Session Description: As president of Apogee Strategic Partners, Karen Jackson develops and implements strategies in technology. Previously, Ms. Jackson was senior advisor to Governors Kaine, McDonnell, and McAuliffe on technology matters, including cybersecurity. The spotlight on the future of education and the workforce, has propelled the relationship between cybersecurity, technology and schools. This session will highlight the role of equity, computer science and social media in the education system.

Speaker: Karen Jackson, President, Apogee Strategic Partners

Friday, September 14th

7:30 AM—11:00 AM

Ballroom Foyer

Registration

8:00 AM- 8:30 AM

Ballroom

Breakfast

8:30 AM—9:15 AM

Ballroom

Welcome and Fireside Chat



Session Description: Our nation was shaken on April 20, 1999 when two students began shooting at Columbine High School in Colorado. 19

years later, school safety and prevention has catapulted to the national stage as a top education and public safety priority. This fireside chat features Kevin Klein, who has been involved in Colorado state homeland security since the tragedy at Columbine bringing unique insight to this issue. Also featured is Superintendent Robert Runcie of Broward County Public Schools who oversaw the aftermath of the tragedy at Marjory Stoneman Douglas High School in Parkland, FL this year. We will hear the similarities and differences of Columbine and Parkland and gain insight on the critical issue of school safety and prevention.

Moderator: Dr. Aaliyah Samuel, Director, Education Division, NGA Center

Panelists:

- **Kevin R. Klein**, Director of the Division of Homeland Security and Emergency Management in the Department of Public Safety; Homeland Security Advisor to Governor Hickenlooper, Colorado
- **Superintendent Robert Runcie**, Superintendent of Schools, Broward County Public Schools, Florida 2016 Superintendent of the Year

9:15 AM—10:30 AM

Ballroom



Session VI: School Safety and Prevention: State Examples

Session Description: Following the fireside chat, Dr. Aaliyah Samuel will moderate a panel of four experts on the school safety and prevention issue ranging from homeland security and emergency management to education to technology and mental health. Each panelist will illuminate state examples of safety and prevention measures from each side of the issue.

Moderator: Dr. Aaliyah Samuel, Education Division Director, NGA Center

Panelists:

- **Perry Plummer**, Director of New Hampshire Homeland Security and Emergency Management, Office of the Governor of New Hampshire
- **Pooja Bhatt**, Education Policy Advisor, Office of the Governor of Oregon
- **Brian Mitchell**, Director of the Office of Science, Innovation, and Technology to Governor Sandoval, Nevada
- **Sharon Hoover**, Associate Professor at the University of Maryland School of Medicine, Division of Child and Adolescent Psychiatry

10:30 AM—10:45 AM

Ballroom

Break and Checkout

10:45 AM—12:00 PM

Ballroom



Session VII: The Role of Philanthropy in Supporting Education

Session Description: The philanthropic community has long supported states, cities, and schools in their efforts to improve educational outcomes for their students. This session will dissect the values and priorities of three prominent funders in the education space and explore opportunities, and strategies, for aligning efforts with those of education and workforce-focused Governors.

Moderator: John Bailey; Scholar, American Enterprise Institute; Fellow, Chan Zuckerberg Initiative; Advisor, Walton Family Foundation

Panelists:

- Jim Shelton, President, Education, Chan Zuckerberg Initiative
- Lisa Klein, Ph.D. Executive Director, Alliance for Early Success
- Melanie Brown, Senior Program Officer, Bill and Melinda Gates Foundation

11:45 AM—12:00 PM

Ballroom

Final Remarks

Speakers:

- Mayor Stadola, Little Rock, Arkansas
- Dr. Aaliyah Samuel, Director, Education Division, NGA Center

12:15 PM- 1:15 PM

Baxter Parlor

Attendee Lunch

TRAVEL VOUCHER
The School Board of Broward County, Florida

VENDOR NUMBER **439687** 439681

Name: Robert W. Runcie ✓ Personnel Number 92795

School/Department Office of the Superintendent Loc No. 9511

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From/To	Days
October 18, 2018.	10:00am	3:00pm	Fort Lauderdale, FL to Chicago, IL	4.0
October 21, 2018.	11:25am	4:00pm	Chicago, IL to Fort Lauderdale, FL	
Total Days used to Compute Per Diem				4.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC)**

AIRPLANE _____ RENTAL CAR _____ PRIVATE CAR X OTHER _____
If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
Name of Travel Agent: _____

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED**

TRANSPORTATION:	
Common Carrier (attach ticket receipt)	505.40
Rental Car (attach rental contract) **review State of FL Vehicle Rentals Contract** RENTAL MUST BE MOST ECONOMICAL	
Private Car Mileage <u>0</u> miles x <u>0.535</u> cents per mile Rate eff 1/1/17 - Per 1/10/17 Treasurer's Office Memo	0.00
*Current rate as published in the most recent memorandum from the Treasurer's Office.	
Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS	
Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS <u>Paid P/Land</u>	87.15
PER DIEM:	
Current rate (as published in the most recent memorandum from the Treasurer's Office)	
x _____ days (as computed in Section I. above). Refer to Standard Practice Bulletin A-435	
--OR--	
Hotel (attach <u>paid</u> receipt) CANNOT ACCEPT CREDIT CARD OR BANK STATEMENTS	949.38
Meals Current rate (as published in the most recent memorandum from the Treasurer's Office)	78.00
MISCELLANEOUS:	
Registration (attach <u>paid</u> receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSEABLE	
Other (attach explanation)	
LESS TRAVEL ADVANCES: (input total advance - cell already formulated to reflect negative amount)	1,541.93
TOTAL REIMBURSEMENT REQUESTED	78.00
** Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement **	

IV. AUTHORIZATION:
I hereby certify that the above claim is true and conforms with the requirements of the school board policy 3400.
Approval [Signature] Signature of Principal/Department Head [Signature] Signature of Requesting Person

Abby M. Freedman, School Board Chair
Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	G/L Account (8) Class+Obj+0's	Bus Area (4)	Cost Center (10) BA+T+L+0	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (15) Function + Activity + 0's
	78.00	5337arc	1100	110004510	1000	-	-	-	7200000000000000

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Chicago, IL
City & State

for: AASA – Education the Total Child Through Social-Emotional Learning:
A Superintendent's Convening Agenda
Convention/Seminar, Etc

<u>Date(s)</u>	<u>Summary of Day's Events</u>
<u>10/18</u>	<u>travel to Chicago, IL</u>
<u>10/19</u>	<u>participate in Workshops and Seminars</u>
<u>10/20</u>	<u>participate in panel discussion</u>
<u>10/21</u>	<u>travel to Fort Lauderdale, FL</u>


Signature

Trip & Price Details



Price

Payment

Confirmation

Flight Modify Remove

\$300.96

Departing 10/18/18 Thursday

Wanna Get Away (Adult x1) \$81.66



DEPARTS

7:10 AM

FLL

Fl. Lauderdale, FL - FLL

FLIGHT

2461



Nonstop



ARRIVES

9:15 AM

MDW

Chicago (Midway), IL - MDW

TRAVEL TIME

3hr 5min

Wanna Get Away

Earn 490 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL

\$81.66

Returning 10/21/18 Sunday

Wanna Get Away (Adult x1) \$171.89



DEPARTS

6:00 AM

MDW

Chicago (Midway), IL - MDW

FLIGHT

4480



Nonstop



ARRIVES

9:55 AM

FLL

Fl. Lauderdale, FL - FLL

TRAVEL TIME

2hr 55min

Wanna Get Away

Earn 1032 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL

\$171.89

Taxes & fees

\$47.41

Flight total

\$300.96

Icon legend



WiFi available



Live TV available



EarlyBird Check-In™

Southwest

Log in Unlock header Español

OCT 18 - 21
FLL → MDW

TOTAL
\$300.96

Two bags for the price
of none* included.
That's Transferency.®



*First and second checked bags. Weight and size limits apply.

BAG FEE * \$0.00
SUBTOTAL \$253.55
TAXES & FEES \$47.41
TRIP TOTAL \$300.96

[Show price breakdown](#)

TOTAL DUE NOW **\$300.96**

Not ready to buy yet? [Save this flight for later.](#)

* 1st and 2nd checked bags fly free. [Weight and size limits apply.](#)

Log in for faster checkout

Continue

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.



Get **\$200.00 statement credit**
after first purchase.

Earn **10,000 Rapid Rewards® points**
after you spend \$500 in your first 3 months.

[Learn more >](#)

YOU PAY TODAY \$300.96
CREDIT ON YOUR STATEMENT **-\$200.00**

TOTAL AFTER
STATEMENT CREDIT **\$100.96**

Add a Car

Products not confirmed until purchase.

No worries, your flight will remain in your cart while you search for a car.

Add a car

Book now. Pay later!
From \$38.95*/day in
Chicago (Midway)

Budget [Book now](#)

*Taxes and fees excl. Terms apply.

PICK-UP LOCATION	PICK-UP DATE	PICK-UP TIME
Chicago (Midway) IL - MDW	10/18 Thu, Oct 18, 2018	10:00 AM
RETURN LOCATION	RETURN DATE	RETURN TIME
Chicago (Midway) IL - MDW	10/21 Sun, Oct 21, 2018	5:00 AM
RENTAL COMPANY (Optional)	VEHICLE SIZE (Optional)	
No preference	No preference	

Search

TOTAL DUE NOW **\$300.96**

CONFIRMATION NUMBER:
862620469

Thank you for your reservation!
Book another room at **this hotel** or at a **different hotel**.

The Westin Michigan Avenue ✓ Chicago

909 North Michigan Avenue, Chicago, Illinois ✓
60611 US
Phone: (1)(312) 943-7200

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📅 [ADD TO
CALENDAR](#)

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& FAMILY](#)

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Get Ready for Your Stay

Hertz

NEW TO SPG

SPG members save up to 35% on base rates and earn up to 3,000 points.

MAKE A SPA RESERVATION

Refresh and relax your mind, body and spirit at our spa.

DINING

Our superb restaurants are designed with your great taste in mind

PHOTOS

Explore our exciting photo gallery of hotel rooms, dining and more

moments

LOCAL AREA

Find things to do on your next trip and earn points on travel and tour activities.

TRANSPORTATION OPTIONS

Arrive by car, from the airport or somewhere else. We make it easy.

FEATURES

On vacation or business? We're designed to fit right in with your travel plans.

CHECK IN
THU, 18 OCT 2018

CHECK OUT
FRI, 19 OCT 2018

1 Room

Club floor, non-smoking: King Bed, 325 ft² / 30 m²

1 Adult per room

ESTIMATED TOTAL
USD 482.07

[Room and rate details](#)

Average temperature in Chicago during your stay:
HI - 65.0°F / 18.0°C LO - 47.7°F / 9.0°C

My Stay Preferences

We will do our best to accommodate your requests and will confirm at check-in.

Westin Stay Preferences

To make the most of your stay, let us know which of the following interests you.

Local running maps

SAVE CHANGES

Special Requests

REQUESTED ARRIVAL TIME

Standard check-in time is 03:00 PM or TBD/I don't know

REQUESTED DEPARTURE TIME

Standard check-out time is 12:00 PM or TBD/I don't know

OTHER REQUESTS

High Floor, away from elevators

Please note that special requests cannot be guaranteed until check-in, but we will do our best to accommodate you.

Personal Information

Mr. ROBERT RUNCIE

600 SE 3RD AVE, FT LAUDERDALE, FL 33301 US

PERSONAL MOBILE

MEMBER NUMBER

EMAIL ADDRESS

138868064

**SUPT_RUNCIE@BROWARDSCH
OOLS.COM**

SPG Member Exclusive: Prepaid rate

SPG Member Exclusive reflects up to a 5% discount, plus members receive free in-room internet when you book through our sites or the SPG app.

Get complete details about this rate, taxes and other charges

	Average est. Per Room Per Night	1 Room(s) for 1 Night(s)
ROOM RATE:	USD 410.62	USD 410.62
EXCLUDED TAXES AND CHARGES		
STATE TAX 17.40% PER ROOM / PER NIGHT	USD 71.45	USD 71.45
ESTIMATED TOTAL	USD 482.07	USD 482.07


CONFIRMATION NUMBER:
862620489


Thank you for your reservation!
Book another room at this hotel or at a different hotel.


The Westin Michigan Avenue ✓ Chicago


909 North Michigan Avenue, Chicago, Illinois ✓
60611 US
Phone: (1)(312) 943-7200

 **MAP & DIRECTIONS**

 **ADD TO
CALENDAR**

 **EMAIL FRIENDS
& FAMILY**

 **VIEW PRINTABLE
VERSION**

 **VIEW/MODIFY**

HOTEL EXTERIOR

Get Ready for Your Stay

Hertz

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SPG members save up to 35% on base rates and earn up to 3,000 points

MAKE A SPA RESERVATION

Refresh and relax your mind, body and spirit at our spa

DINING

Our superb restaurants are designed with your great taste in mind

PHOTOS

Explore our exciting photo gallery of hotel rooms, dining and more

moments

LOCAL AREA

Find things to do on your next trip and earn points on travel and tour activities

TRANSPORTATION OPTIONS

Arrive by car, from the airport or somewhere else. We make it easy.

FEATURES

On vacation or business? We're designed to fit right in with your travel plans.

CHECK IN
SAT, 20 OCT 2018

CHECK OUT
SUN, 21 OCT 2018

1 Room

Traditional room, non-smoking: King Bed, 325 ft² / 30 m²

1 Adult per room

ESTIMATED TOTAL
USD 467.31

Room and rate details

Average temperature in Chicago during your stay
HI - 65.0°F / 18.0°C LO - 47.7°F / 9.0°C

My Stay Preferences

We will do our best to accommodate your requests and will confirm at check-in.

Westin Stay Preferences

To make the most of your stay, let us know which of the following interests you.

Local running maps

SAVE CHANGES

Special Requests

Weekends last longer at Westin with late checkout on Sunday. Availability may vary.

REQUESTED ARRIVAL TIME

Standard check-in time is 03:00 PM or TBD/I don't know

REQUESTED DEPARTURE TIME

Standard check-out time is 12:00 PM or TBD/I don't know

Personal Information

Mr. ROBERT RUNCIE

600 SE 3RD AVE, FT LAUDERDALE, FL 33301 US

PERSONAL MOBILE

MEMBER NUMBER

138868064

EMAIL ADDRESS

SUPT_RUNCIE@BROWARDSCH
OOLS.COM

SPG Member Exclusive: Flexible rate

SPG Member Exclusive reflects up to a 5% discount, plus members receive free in-room internet when you book through our sites or the SPG app. +

Get complete details about this rate, taxes and other charges

	Average est. Per Room Per Night	1 Room(s) for 1 Night(s)
ROOM RATE:	USD 398.05	USD 398.05
EXCLUDED TAXES AND CHARGES		
STATE TAX. 17.40% PER ROOM / PER NIGHT	USD 69.26	USD 69.26
ESTIMATED TOTAL	USD 467.31	USD 467.31

Credit Card Information

CARD NUMBER

EXPIRES

Georgina F. Parker

From: Theresa M. Silva
Sent: Monday, October 22, 2018 10:31 AM
To: Georgina F. Parker
Subject: FW: Thanks for tipping! We've updated your Thursday afternoon trip receipt
Importance: High

From: [REDACTED]
Sent: Saturday, October 20, 2018 11:20 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Fw: Thanks for tipping! We've updated your Thursday afternoon trip receipt

From: Uber Receipts <uber.us@uber.com>
Sent: Thursday, October 18, 2018 10:37 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Thursday afternoon trip receipt

Uber

Total: \$59.92
★ Thu, Oct 18, 2018

Thanks for tipping, Robert

Here's your updated Thursday afternoon ride receipt.



Total

\$59.92

Trip fare	\$49.92
-----------	---------

Subtotal	\$49.92
----------	---------

Tip	\$10.00
-----	---------

Amount Charged

 <i>P/card</i>  Switch	\$49.92 ✓
--	-----------

 <i>P/card</i>  Switch	\$10.00 ✗
--	-----------

[Download PDF](#)

Download link expires 11/18/18

You rode with Devonda

Georgina F. Parker

From: Theresa M. Silva
Sent: Monday, October 22, 2018 10:31 AM
To: Georgina F. Parker
Subject: FW: Thanks for tipping! We've updated your Sunday morning trip receipt
Importance: High

From: [REDACTED]
Sent: Sunday, October 21, 2018 11:45 AM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Fwd: Thanks for tipping! We've updated your Sunday morning trip receipt

Get [Outlook for Android](#)

From: Uber Receipts <uber.us@uber.com>
Sent: Sunday, October 21, 2018 9:52:11 AM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Sunday morning trip receipt

Uber

Total: \$37.09
Sun, Oct 21, 2018

Thanks for tipping, Robert

Here's your updated Sunday morning ride receipt.



Total

\$37.09

Trip fare	\$32.09
-----------	---------

Subtotal	\$32.09
----------	---------

Credits	-\$5.00
---------	---------

Tip	\$10.00
-----	---------

Amount Charged

  <i>P/land</i> Switch	\$27.09 ✓
  <i>P/land</i> Switch	\$10.00 ✗

[Download PDF](#)

Download link expires 11/20/18

You rode with William

Georgina F. Parker

From: Theresa M. Silva
Sent: Monday, October 22, 2018 10:31 AM
To: Georgina F. Parker
Subject: FW: Thanks for tipping! We've updated your Friday evening trip receipt
Importance: High

From: [REDACTED]
Sent: Sunday, October 21, 2018 11:45 AM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Fwd: Thanks for tipping! We've updated your Friday evening trip receipt

Get [Outlook for Android](#)

From: Uber Receipts <uber.us@uber.com>
Sent: Friday, October 19, 2018 8:01:42 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Friday evening trip receipt

Uber

Total: \$11.14
* Fri, Oct 19, 2018

Thanks for tipping, Robert

Here's your updated Friday evening ride receipt.



Total

\$11.14

Trip fare	\$9.02
-----------	--------

Subtotal	\$9.02
----------	--------

Wait Time 	\$1.12
---	--------

Tip	\$1.00
-----	--------

Amount Charged

  *P/card* Switch

\$10.14 ✓

  *P/card* Switch

\$1.00 ✗

[Download PDF](#)

Download link expires 11/19/18

You rode with Shupe

SAVE THE DATE
OCTOBER 19TH - 20TH ✓

EDUCATING THE TOTAL CHILD
THROUGH SOCIAL
EMOTIONAL LEARNING

A SUPERINTENDENTS CONVENING

THE WESTIN MICHIGAN AVENUE
CHICAGO, ILL.

rethink

✓
AASA
THE SUPERINTENDENTS ASSOCIATION OF IL

SPACE IS LIMITED
TRAVEL STIPEND AVAILABLE
RSVP TO RSVP@AASA.ORG
BY JULY 20TH
WITH SUPERINTENDENTS
NAME AND DISTRICT



Superintendent Social-Emotional Learning Convening Agenda

October 19-20, 2018

The Westin Michigan Avenue Chicago, 909 N Michigan Ave, Chicago, IL, 60611

XYZ MEETING ROOM

Goals

- Engage Superintendents on strategies to enhance SEL in adults and children
- Empower attendees to advance innovative practices in school transformation through SEL skill-building and programs

DAY ONE, Friday, October 19th

- Meeting: 1:30 p.m. to 6:15 p.m.
- Dinner at XYZ at 7:00 p.m.

DAY TWO, Saturday, October 20th

- Meeting: 8:30 a.m. to 12:30 p.m.
- Lunch will be served at 12:00 p.m.

AGENDA

1:30 – 2:30 p.m.

- Welcome and Agenda – Sharon Adams-Taylor, Assoc. Executive Director, AASA
- Setting the Stage: SEL and School Leadership – Bryan Joffe, AASA
- Introductions

2:30 – 3:00

- Christina Cipriano, Ph.D., Director of Research, Yale Center for Emotional Intelligence

3:00 – 3:45 – Small Group Activity TBD

Networking Break

4:00 – 4:30

- SEL Implementation – Meredith Nadeau, Superintendent, Newmarket (NH)

4:30 – 5:15

- Large Group Discussion on SEL – Stories from the Districts



5:15 – 5:50

- Mindfulness – Superintendent Alberto Carvalho, Miami-Dade County Public Schools

5:50 – 6:15

- Closing and Reflections

6:45– Meet in lobby to shuttle/walk over together

7:00 – Dinner at XYZ ✨

DAY TWO – Saturday

Breakfast available starting at 7:30 a.m. ✨

AGENDA

8:15 – 8:30

- Welcome back – Review Day One, Setting up Day Two

8:30 – 10:00

- Panel Discussion – Joe Erardi (former Newtown Supt.), Paul Cruz, Supt. Austin ISD, Robert Runcie, Supt. Broward County

Networking break

10:15 – 11:00

- Small Group Activity TBD

11:00 – 11:30

- State-level mental health person

11:30 – 11:50

- Perseverance – Anthony Hamlet, Pittsburgh

11:50 – 12:30

- Large Group Discussion – Next Steps: Where do we go from here? Current climate? How to move a meaningful agenda?

Georgina F. Parker

From: Debra Kerr <debrakerr@leadershipmax.com>
Sent: Tuesday, July 31, 2018 11:47 AM
To: Georgina F. Parker
Subject: Superintendent's SEL meeting invitation and agenda
Attachments: AASA SEL Symposium.pdf; SEL convening agenda.pdf

Hi Georgina,

Please see attached the invitation and agenda for the AASA SEL Symposium in October - so happy Mr. Runcie is on the very important and esteemed panel of leaders with deep experience on the topic. Please let me know when we can meet to discuss expectations and his role in leading the effort.

Thanks a mil!

Debra

Debra Kerr LLC, CEO
Consultant, Strategist, Certified JM Leadership Speaker and Trainer
305.761.6967 (mobile)
www.linkedin.com/in/debra-kerr-leads

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: October 18, 2018 – October 21, 2018

Location: Chicago, IL

Purpose: AASA - Educating the Total Child through Social-Emotional Learning: A Superintendents' Convening

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
10-18			X ✓
10-19	X ✓	X ✓	
10-20			X ✓
10-21	X ✓	X ✓	
Totals	\$16	\$22	\$40

Grand Total: \$78 ✓

X RWR

TDA / Travel Voucher Reconciliation 2015 - 2016

TDA Date	Conference Name	Reimbursement Req. Amt	Description	Comment
5/16/16 - 5/22/16	Surge Gellowship Conference - Chicago, IL	\$40.00	reimburse for meal	✓
5/5/16 - 5/6/16	Teacher Diversity Summit - Washington, DC	\$40.00	reimburse for meal	✓
4/27/16 - 4/29/16	Eckerd's College - St. Petersburg, FL	40.00 \$40.00	reimburse for meal	✓
3/13/16 - 3/14/16	Wallace Foundation - New York, NY	40 \$40.00	reimburse for meal	✓
1/5/16 - 1/6/16	State Board of Education Meeting - Tallahassee, FL	\$39.00	reimburse for meal	✓
10/28/15 - 10/29/15	TNTP - Orlando, FL	\$11.00	reimburse for meal	✓
10/5/15 - 10/10/15	59th Annual Fall Conference - Long Beach, CA	93 \$117.00	reimburse for meal	✓
9/30/15 - 9/30/15	National Press Club With Secretary of Education - Washington, DC	\$39.00	reimburse for meal	✓ <i>Returned to Christine</i>
9/27/15 - 9/28/15	Wallace Foundation Grant Meeting - New York, NY	\$39.00	reimburse for meal	✓ <i>Returned to Christine</i>
9/23/15 - 9/25/15	FADSS Leadership Conference - Tampa, FL	31 \$38.00	reimburse for meal	✓
9/17/15 - 9/20/15	Congressional Black Caucus Foundation Legislative Conference - Washington, DC	\$137.00	reimburse for meal	✓ <i>Returned to Christine</i>
7/21/15 - 7/23/15	White House Concerning on Support School Climates & Discipline - Washington, DC	\$36.00	reimburse for meal	✓
TOT		4248.00 \$684.00		

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie ✓

Personnel Number

92795

School/Department Superintendent's Office

Loc No.

9511

Date

I. ITINERARY:

IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
October 23, 2018.	9:42pm	12:09am	FLL to Baltimore, M.D.	4.0
October 28, 2018.	1:20pm	3:55pm	Baltimore, M.D. to FLL	
Total Days used to Compute Per Diem				4.0

II. TRANSPORTATION: (check items that apply)

RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)

AIRPLANE

RENTAL CAR

PRIVATE CAR

OTHER

If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).

Name of Travel Agent:

III. REIMBURSEMENT REQUESTED:

IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED

TRANSPORTATION:

Common Carrier (attach ticket receipt)

Rental Car (attach rental contract review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

--OR--

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS

Meals *Current rate as published in the annual memorandum from the Treasurer's Office*

MISCELLANEOUS:

Registration (attach paid receipt and agenda)

PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation)

LESS TRAVEL ADVANCES:

(input total advance - cell already formulated to reflect negative amount)

TOTAL REIMBURSEMENT REQUESTED

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT
IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No	Gross Amount	G/L Account (S) Class+Obj+D's	Bus Area (4)	Cost Center (10) BA+T+L+D	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area / L6, Function + Activity + D's
	71.00	53390000	1100	1100015110	1000		52:6 14 8-NON 1102		7206 0000 0000 0000

Budgetkeeper/Bookkeeper

Form #3044 Rev. 1/18

Phone #

321-06-97

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Baltimore, M.D.
City & State

for: 62nd Annual Fall Conference - Council of the Great City Schools
Convention/Seminar, Etc.

Date(s)

Summary of Day's Events

<u>10/23</u>	<u>travel to Baltimore, M.D.</u>
<u>10/24</u>	<u>participate in Workshop meeting</u>
<u>10/25</u>	<u>participated in a panel discussion</u>
<u>10/26</u>	<u>facilitator for a panel discussion</u>
<u>10/27</u>	<u>participate in Workshop meeting</u>
<u>10/28</u>	<u>travel to Fort Lauderdale, FL</u>


Signature



Weather Forecast: Baltimore, MD

Wednesday, 10/24 Lows 43° Highs 57°
 Thursday, 10/25 Lows 46° Highs 57°
 Friday, 10/26 Lows 50° Highs 61°
 Saturday, 10/27 Lows 51° Highs 63°
 Saturday, 10/28 Lows 5 Highs 63°

Itinerary	For Mr. Robert Runcie
Trip Description	62nd Annual Fall Conference - Council of the Great City Schools
Trip Length	4 Days
Departure	Tuesday, 10/23/18
Departure Airline	JetBlue Airlines Confirmation #LDDPIW
Departure Details	Departure flight: 694 Departure Time: 9:42pm – Fort Lauderdale ***** Arrival Time: 12:09am – Baltimore, MD (BWI)
Hotel	Homewood Suites 625 South President Street Baltimore, Maryland 21202 Phone# 410-234-0999 Request(s) made: • High Floor
Hotel Confirmation	Confirmation# 80014043
Scheduled Session	Wednesday, 10/24/18- Saturday, 10/27/18 Please see detail agenda. Conference Confirmation# NCNJKC7XVLY
Departure	Sunday, 10/28/18
Departure Airline	JetBlue Airlines Confirmation #LDDPIW
Departure Details	Departure flight: 295 Departure Time: 1:20pm – Baltimore, MD (BWI) ***** Arrival Time: 3:55pm – Fort Lauderdale, FL
Main Contact Name/Phone	Michael Casserly at 1-202-421-8578

- (2) The Great City Schools' all-student town hall meeting scheduled for next Friday afternoon from 2:30 to 4:00 pm (eastern) can be accessed by your students, schools, and staff at <https://live.hosted.events/cgcs/>. The event will be live-streamed nationally and will allow your students to ask questions of the panelists. **We very much hope that you will make this available to your schools and students.** You and your students can also participate through Twitter at #StudentVote18.

We will see you in Charm City next week!

--Michael Casserly
Council of the Great City Schools

You are currently subscribed to superintendents as: supt_runcie@browardschools.com.
To unsubscribe send a blank email to leave-420608-11648.9e246510e26d4747c94a2ee2f122d2a8@cgcslists.org

Itinerary confirmation

[Download to calendar](#)

You're all set to jet!

Confirmation code: LDDPIW

[MANAGE BOOKING](#) >

Travelers

Mr. Robert Runcie ✓

Flight	Ticket number	2792111125321	
		FLL → BWI	BWI → FLL
Seat		10D	14B
Checked bags included		0 bags	0 bags

Your flights

Fort Lauderdale, FL (FLL) ✓ Tue Oct 23 2018, 9:42 PM ✓ A320	Baltimore, MD (BWI) ✓ Wed Oct 24 2018, 12:09 AM ✓	Flight 694 JetBlue	Fare: Blue Nonstop
Baltimore, MD (BWI) ✓ Sun Oct 28 2018, 1:20 PM ✓ E190	Fort Lauderdale, FL (FLL) ✓ Sun Oct 28 2018, 3:55 PM ✓	Flight 295 JetBlue	Fare: Blue Nonstop

Fare breakdown

Passenger Type	Base Fare per person	Taxes & fees per person	Total Fare per person	Number of travelers	Total Fare
Adult	\$217.28	\$44.69	\$261.95	x 1	\$261.95 USD

+ FLL - BWI: Blue details

+ BWI - FLL: Blue details

Total fare: \$261.95 USD

Extras

+ Seats

+ Even More Speed

Total Extras:

\$77.00 USD

Charged to

\$338.95 USD

p/card

Hotels - We do hotels too! Add one to your flight now with exclusive rates only available here

Fetching great hotel deals

Information

1 CARRY-ON BAGGAGE RULES: JetBlue flights - Each customer may bring one bag that fits in the overhead bin plus one personal item (purse, briefcase, laptop, etc.) that fits under the seat in front free of charge. Any excess carry-on baggage will be checked baggage. Visit our baggage page and the TSA website for more information. Connecting on our partner airlines (including Cape Air) - The carry-on rules of a partner airline apply when checking in to a JetBlue flight that is connecting to the partner. See our partner page for more information. While JetBlue may allow additional carry-ons as a courtesy to customers connecting in our partner airline, JetBlue cannot guarantee that those bags will be accepted for in-cabin travel on the partner. Customers are encouraged to abide by partner's rules for their entire journey to avoid additional checked baggage fees if their carry-ons do not meet size/weight restrictions. **CHECKED BAG ALLOWANCE/FEES** (fares booked before 8/27/18) For Blue fares, the first checked bag fee is \$25 and the second checked bag is \$35. For Blue Plus fares, one checked bag is included and the second checked bag fee is \$35. For Blue Flex fares, two checked bags are included. For Mini fares: two checked bags are included. **CHECKED BAGGAGE ALLOWANCE/FEES** (fares booked on or after 8/27/18): For Blue fares, the first checked bag fee is \$30 and the second checked bag is \$40. For Blue Plus fares, one checked bag is included and the second checked bag fee is \$40. For Blue Flex fares, two checked bags are included. For Mini fares: two checked bags are included. **Additional Baggage Terms** (all fares): Additional bags (over two) are \$150 each. Weight and size limits and exceptions for itineraries including flights operated or marketed by other airlines also apply. Excess baggage rules and size/weight restrictions may vary depending on load availability and country restrictions. See our baggage page for more information. Travel on our partner airlines (excluding Cape Air) - Baggage rules and fees vary by partner airline and destination. JetBlue will follow our partner airlines' fees when customers are traveling on an itinerary including one of our partner airlines. Excess baggage rules and size/weight restrictions may vary depending on load availability. See our partner page for more information. *For itineraries with a connection only to/from Cape Air, JetBlue's standard fees apply.

2 Legroom based on average fleet-wide seat pitch of U.S. airlines.

3 DIRECTV® and SiriusXM Radio® services are not available on flights outside the contiguous United States, however, where applicable, movies from JetBlue Features™ are offered complimentary on these routes.

4 Certain flights will require more points to redeem award travel based on, among other things, the flight chosen and peak travel periods. TrueBlue Members are responsible for taxes and fees applicable to Award Flight: including (a) Passenger Facility Charges of up to \$9.00 each way; (b) September 11th Security Fees of up to \$11.20 per enplanement at a U.S. originating airport and (c) Federal Segment Taxes of \$4.00 per domestic segment (a segment is a takeoff and landing). Government taxes/fees are subject to change as required by law. See <http://www.jetblue.com/about/legal/taxes.asp>. Advertised rates are based on trips between airports and downtown metropolitan area locations in an economy class vehicle. Rates do not include additional charges that may be applicable, such as charges for tolls, extra stops, parking fees, telephone usage, pets, extra in-car bags, car seats, waiting time, or custom requests. Rates include local and state taxes and fees, except in NY, NJ, and CT, passengers in these states are responsible for taxes and fees (including, in NY, a 2% NYC workmen's compensation charge and 8.875% state and local sales taxes). Rates include gratuity, except in NY, NJ, and CT, passengers traveling in these states are encouraged to provide appropriate gratuity based on the service received. Economy pricing may not be available at all times, during the day or during certain weather conditions. Advertised rates only apply to bookings made online at jetblue.com or by calling 1-888-478-6190.

HOMewood SUITES

BY HILTON



625 S. President Street • Baltimore, MD 21202
Phone (410) 234-0999 • Fax (410) 234-0399
Reservations
homewoodsuites.com or 1-800-CALL-HOME

Name & Address

Runcie, Robert ✓
600 SE 3RD AVENUE
FORT LAUDERDALE FL 33301
UNITED STATES OF AMERICA

Suite 561/KSTN
Arrival Date 10/23/2018 12:47:00 AM
Departure Date 10/28/2018

Adult/Child 1/0
Room Rate 215.00

Rate Plan: LV6
HH # 558758508 BLUE
AL:
Car:

Confirmation Number: 80014043

10/28/2018

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
10/23/2018	1333140	GUEST ROOM	\$215.00
10/23/2018	1333140	OCCUPANCY TAX	\$20.43
10/23/2018	1333140	STATE TAX	\$12.90
10/24/2018	1333429	GUEST ROOM	\$215.00
10/24/2018	1333429	OCCUPANCY TAX	\$20.43
10/24/2018	1333429	STATE TAX	\$12.90
10/25/2018	1333721	GUEST ROOM	\$195.00
10/25/2018	1333721	OCCUPANCY TAX	\$18.53
10/25/2018	1333721	STATE TAX	\$11.70
10/26/2018	1334076	GUEST ROOM	\$195.00
10/26/2018	1334076	OCCUPANCY TAX	\$18.53
10/26/2018	1334076	STATE TAX	\$11.70
10/27/2018	1334396	GUEST ROOM	\$195.00
10/27/2018	1334396	OCCUPANCY TAX	\$18.53
10/27/2018	1334396	STATE TAX	\$11.70
10/28/2018	1334506	VS *6282	(\$1,172.35)
		**BALANCE*	50.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 5,000 hotels and resorts in 100 countries, please visit Honors.com

ACCOUNT NO

VS

CARD MEMBER NAME
Runcie, Robert

ESTABLISHMENT NO. & LOCATION

DATE OF CHARGE

10/28/2018

FOLD NO./CHECK NO

286278 A

AUTHORIZATION
075302

INITIAL

PURCHASES & SERVICES

TAXES

TIPS & MISC

TOTAL AMOUNT

-1,172.35

PAYMENT DUE UPON RECEIPT

W
WALDORF
ASTORIA

CONRAD
HOTELS & RESORTS

canopy
HOTELS

Hilton
HOTELS & RESORTS

CURIO
HOTELS & RESORTS

DOUBLETREE
HOTELS

TAPESTRY
COLLECTION
HOTELS

E
EMERALD
SUITES
HOTELS

Hilton
Garden
Inn

Hampton
HOTELS

tru
HOTELS

HOMewood
SUITES
HOTELS

HOME2
SUITES & RESORTS

Hilton
Grand Vacations

Hilton
HONORS

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE REFUND OR RETURNED FOR A CASH REFUND



625 South President Street, Baltimore, Maryland, 21202, USA
+1-410-234-0999

Robert Runcie, you are eligible for a custom upgrade!

Premium rooms can be offered at check-in for as little as \$8 extra per night!

[Show my custom upgrade](#)

Hotel

Homewood Suites by Hilton Baltimore
625 South President Street
Baltimore, Maryland 21202
USA
Phone: +1-410-234-0999

[Maps and directions](#) [Local guide](#)

Room and Plan Selection

DETAILS

(USD)

1 KING BED STUDIO SUITE NONSMOKING-400 SQ FT

FLEXIBLE RATE

23 Oct 2018 - 25 Oct 2018

\$430.00

25 Oct 2018 - 28 Oct 2018

\$585.00

Taxes:

\$157.33

Total for stay:

\$1,172.33

Stay Information

Arrival:

Tuesday, 23 Oct 2018 ✓

Departure:

Sunday, 28 Oct 2018 ✓

1 room for 5 nights

1 adult

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 3:00 pm and check-out is at 11:00 am.

Guest Information

Guest name:

Robert Runcie

Additional Guests:

Address type:

Home

Address:

On file

Email:

On file

Phone:

On file

Payment Information

Card type:

Visa

Card number:

██████████
██████████

P/card

Theresa M. Silva

From: [REDACTED]
Sent: Tuesday, October 30, 2018 1:54 PM
To: Theresa M. Silva; Georgina F. Parker
Subject: Fw: Your Wednesday morning trip with Uber

From: Uber Receipts <uber.us@uber.com>
Sent: Wednesday, October 24, 2018 12:43 AM
To: [REDACTED]
Subject: Your Wednesday morning trip with Uber

Uber

Total: \$54.09
Wed, Oct 24, 2018

Thanks for riding, Robert

We hope you enjoyed your ride this morning.



Total

\$54.09

Trip fare

\$53.98

A handwritten signature in blue ink, appearing to read 'ROR', located at the bottom right of the page.

Subtotal	\$53.98
Wait Time ?	\$0.11

Amount Charged

   <i>p/card</i>	\$54.09
---	---------

Receipt ID # 3c55159d-e35f-40f2-8a18-a13457a8cd5e

[Download PDF](#)

Download link expires 11/23/18

You rode with Bashir



4.92 ★ Rating

Top Driver Compliment

"Excellent Service"

How was your ride?

RATE OR TIP ➔

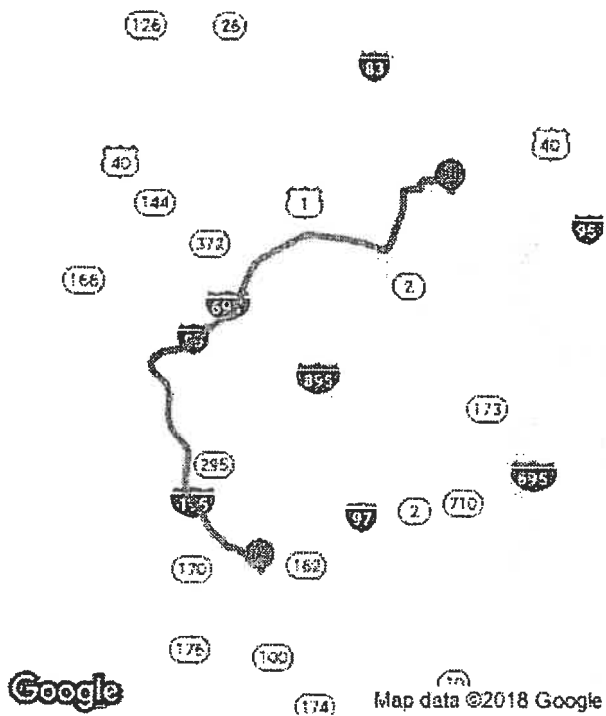
Issued on behalf of Sana-Transports

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

Black 12.88 mi | 21 min

12:21am
7117 Friendship Rd, Baltimore, MD

12:43am
618 S President St, Baltimore, MD



Theresa M. Silva

From: [REDACTED]
Sent: Tuesday, October 30, 2018 1:54 PM
To: Theresa M. Silva; Georgina F. Parker
Subject: Fw: Thanks for tipping! We've updated your Sunday morning trip receipt

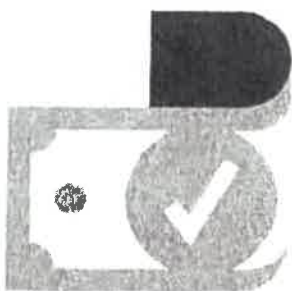
From: Uber Receipts <uber.us@uber.com>
Sent: Sunday, October 28, 2018 11:23 AM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Sunday morning trip receipt

Uber

Total: \$73.45
Sun, Oct 28, 2018

Thanks for tipping, Robert

Here's your updated Sunday morning ride receipt.



Total

\$73.45



Trip fare

\$66.78

A handwritten signature in blue ink, appearing to be 'RJR' or similar, written in a cursive style.

Subtotal	\$66.78
Tip	\$6.67

Amount Charged

  <i>P/card</i> Switch	\$66.78
  Switch	\$6.67

Receipt ID # 2efd2ec0-abea-44b2-8036-9a0006d5da5d

[Download PDF](#)

Download link expires 11/27/18

You rode with Kenneth



4.92 ★ Rating

Top Driver Compliment

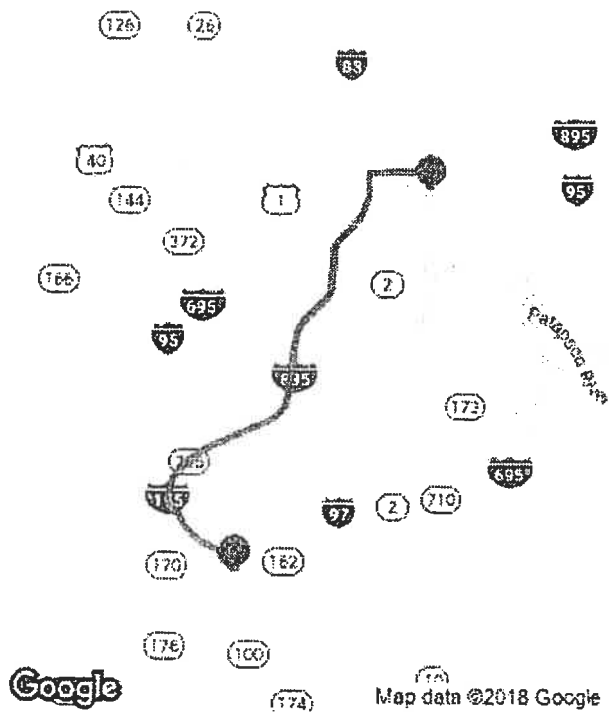
"Excellent Service"

Issued on behalf of Kenneth

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

Black SUV 11.10 mi | 18 min

- 11:01am
615-625 S President St, Baltimore, MD
- 11:19am
7117 Friendship Rd, Baltimore, MD



GENERAL OPTIONS

Name:

Robert Runcie

Title:

Superintendent

Address:

600 SE 3rd Avenue

Fort Lauderdale, Florida 33301

Number of People Registered:

1

Confirmation Number:

NCNJKC7KVLY (needed to modify your registration)

Event Title:

62nd Annual Fall Conference

Location:

Baltimore Marriott Waterfront Hotel

700 Aliceanna St

Baltimore, Maryland 21202

USA

Phone:

410-355-3000

Date:

10/24/2018

Time:

7:00 AM

Registration

CURRENT REGISTRATION DETAILS

Robert Runcie

Agenda Items

Registration Item	Cost
Council Member School Districts	\$175.00

ORDER SUMMARIES

Order

Date	Type	Invoice #	Amt Ordered	Amt Paid	Amt Due
09/25/2018 11:49 AM ET	online order	FALL18-092018-1927-2054	\$175.00	\$175.00	\$0.00
Total:			\$175.00	\$175.00	\$0.00

PAYMENT DETAILS

Details

Date	Type	Reference #	Amt Paid
09/25/2018	Visa	██████████	\$175.00

p/card

jetBlue

RECEIPT

Date:

23 OCT 18

Traveler(s):

RUNCIE/ROBERT

Confirmation Code:

LDDPIW

Description:

Quantity: Fee:

First Bag

1

\$30.00

\$30.00

AUTH 010017

FLLK119

jetBlue

RECEIPT

Date:

28 OCT 18

Traveler(s):

RUNCIE/ROBERT

Confirmation Code:

LDDPIW

Description:

Quantity: Fee:

First Bag

1

\$30.00

\$30.00

AUTH 021391

BWIK101

jetBlue

RECEIPT

23 OCT 18

Traveler(s):
RUNCIE/ROBERT

Confirmation Code:
LDDPIW

Description:

Quantity:

Fee:

First Bag

1

\$30.00

\$30.00

AUTH 010017

FLK119

jetBlue

RECEIPT

28 OCT 18

Traveler(s):
RUNCIE/ROBERT

Confirmation Code:
LDDPIW

Description:

Quantity:

Fee:

First Bag

1

\$30.00

\$30.00

[REDACTED]

BWIK101

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: October 23rd – October 28th

Location: Baltimore, M.D.

Purpose: Cabinet Leadership Team Off-Site Meeting

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
10/23	/	/	X
10/24	/	/	/
10/25	X	X	/
10/26	X	X	/
10/27	/	/	/
10/28	/	Travel time X ✓	
Totals	\$16 0	\$33 11	\$20

Grand Total: ~~\$69~~ 11 ✓ (2)



Signature

62nd Annual Fall Conference

October 24 - October 28, 2018 • Baltimore, MD



WEDNESDAY, October 24, 2018

7:00 am - 5:00 pm
8:00 am - 9:00 am
8:00 am - 4:00 pm
11:00 am - 12:00 pm
11:30 am - 1:00 pm

12:00 pm - 1:00 pm
1:00 pm - 3:00 pm
3:30 pm - 5:00 pm

5:00 pm - 6:00 pm
6:30 pm - 8:30 pm

Fall Conference Registration

Continental Breakfast

Urban Schools Resource Room/Internet Cafe

New Member & Newcomer's Orientation

Buffet Lunch

Task Force Meetings (**All Conferees are welcome to attend**)

- ❖ Males of Color Task Force Meeting
- ❖ Achievement/Professional Development Task Force Meeting
- ❖ School Finance/Leadership, Governance and Management Task Force Meeting
- ❖ English Language Learners and Bilingual Education Task Force Meeting

Blue Ribbon Corporate Group Meeting (Members only)

Welcome Reception at American Visionary Art Museum

THURSDAY, October 25, 2018

7:00 am - 5:00 pm
7:30 am - 4:00 pm
7:30 am - 9:00 am
9:00 am - 12:15 pm
12:30 pm - 2:00 pm
2:15 pm - 5:30 pm
4:30 pm - 5:30 pm
6:00 pm - 7:00 pm
7:00 pm - 9:00 pm
10:00 pm - 11:00 pm

Conference Registration

Urban Schools Resource Room/Internet Cafe

General Session A: Breakfast and Address from Chair of the Board

CONCURRENT SESSIONS ON BEST PRACTICES

General Session B: Lunch and Speaker: **MICHELLE ALEXANDER**

CONCURRENT SESSIONS ON BEST PRACTICES

Executive Committee Meeting

Cocktail Reception

29th Annual Green-Garner Banquet (*Semi Formal Evening Attire*)

Hospitality Suite



Michelle Alexander

Author of *The New Jim Crow:*

Mass Incarceration in the Age of Colorblindness

FRIDAY, October 26, 2018

7:00 am - 5:00 pm
7:30 am - 4:00 pm
7:30 am - 9:00 am
9:00 am - 12:30 pm
12:30 pm - 2:00 pm
2:30 pm - 4:00 pm
4:15 pm - 5:00 pm
6:30 pm - 8:30 pm

Conference Registration
Urban Schools Resource Room/Internet Cafe
General Session C: Breakfast and Speaker: **KHIZR KHAN**
CONCURRENT SESSIONS ON BEST PRACTICES
General Session D: Lunch and Speaker: **JILL BIDEN**
General Session E: Town Hall Meeting
Great City Colleges of Education General Meeting
Reception/Show at Baltimore School for the Arts
(entertainment by students)



Khizr Khan
Constitutional Rights Advocate, Gold Star parent



Jill Biden
Professor, Education Advocate

SATURDAY, October 27, 2018

8:00 am - 9:00 am
8:30 am - 12:00 pm
12:00 pm - 2:30 pm

12:30 pm - 2:30 pm

6:30 pm - 8:30 pm

Buffet Breakfast
Board of Directors Meeting
Legislative Directors Lunch and Meeting
(Council Members Only)
Fall Conference Debriefing and Planning Lunch Meeting
with Baltimore City Schools and Jefferson County Public Schools
Farewell Party and Crab Feast at Nick's Fish House

SUNDAY, October 28, 2018

8:30 am - 11:30 am
11:30 am

General Session F: Breakfast and Closing Session
ADJOURN

AGENDA

Wednesday, October 24, 2018

- 7:00 AM - 5:00 PM** **Conference Registration**
Grand Ballroom Foyer-3rd Floor
 Stop by the registration desk for your name badge and conference bag.
- 8:00 AM - 9:30 AM** **Breakfast Buffet**
Grand Ballroom V- 3rd Floor
- 8:00 AM - 4:00 PM** **Internet Cafe**
Dover C- 3rd Floor
- 8:00 AM - 4:00 PM** **Urban Schools Resource Display**
Grand Ballroom Foyer-3rd Floor
- 8:30 AM - 12:30 PM** **CRSS Governance Symposium**
Grand Ballroom VII & VIII
 Must be pre-registered
- 11:00 AM - 12:00 PM** **New Member & Newcomer's Orientation**
Grand Ballroom I & II- 3rd Floor
 First time at the Council Fall Conference? Learn more about the Council and what you can expect from your conference experience.
- 11:30 AM - 1:00 PM** **Buffet Lunch**
Grand Ballroom V- 3rd Floor
- 12:00 PM - 1:00 PM** **Meeting of the Males of Color Task Force (All conferees are welcome to attend)**
Grand Ballroom III & IV- 3rd Floor
Task Force Chairs:
William Hite, Superintendent, School District of Philadelphia
Michael Hinojosa, Superintendent, Dallas Independent School District
- 1:00 PM - 3:00 PM** **Meeting of the Achievement and Professional Development Task Force**
Grand Ballroom VI- 3rd Floor
Task Force Chairs:
Paul Cruz, Superintendent, Austin Independent School District
Paula Wright, Board Member, Duval County Public Schools
Deb Shanley, Professor, School of Education, Brooklyn College of the City University of New York
- 3:00 PM - 5:00 PM** **Meeting of the English Language Learners and Bilingual Education Task Force**
Grand Ballroom III & IV- 3rd Floor
Task Force Chairs:

Richard Carranza, Chancellor, New York City Department of Education
Ashley Paz, Board Member, Ft. Worth Independent School District

3:00 PM - 5:00 PM **Meeting of the Leadership, Governance, Management and Finance Task Force**
Grand Ballroom VI- 3rd Floor

5:00 PM - 6:00 PM **Blue Ribbon Corporate Advisory Group**
Grand Ballroom I & II- 3rd Floor

In 1998, the Council launched the Blue Ribbon Corporate Advisory Group, which is composed of leaders from companies that share our priorities and commitment to urban public education.

- American Reading Company
- Apple
- Aramark Education
- Blackboard
- Cenergistic
- Clever
- Cornerstone OnDemand
- CrisisGo
- Curriculum Associates
- Discovery Education
- ETS
- Gaggle
- Houghton Mifflin Harcourt
- K12 Insight
- Lego Education
- Lexia Learning
- Mawi Learning
- McGraw Hill Education
- PCG Education
- Pearson
- Scholastic, Inc.
- SchoolMint
- Texas Instruments
- Waterford Institute
- Wilson Language Training

5:30 PM - 5:45 PM **Water Taxi to the American Visionary Art Museum**
S.E. Bus Entrance of the Marriott

Attendees may take the water taxi across the Inner Harbor. It's a 5-minute walk to the water taxi and then another short walk on the other side to the museum. On the way back, it's a short walk to the water taxi where you will be dropped off at the hotel dock. The water taxi is free and will be narrated by students.

6:00 PM - 6:30 PM **Bus pickup to the American Visionary Arts Museum**
S.E. Bus Entrance of the Marriott- Lobby

6:30 PM - 8:30 PM **Welcome Reception at American Visionary Art Museum**
800 Key Hwy., Baltimore, MD 21230

Hospitality Suite

Thursday, October 25, 2018

7:00 AM - 5:00 PM Conference Registration
Grand Ballroom- 3rd Floor

Stop by the registration desk for your name badge and conference bag.

7:30 AM - 9:00 AM Breakfast and Speaker, Larry Feldman, Chair of the Council of the Great City Schools
Grand Ballroom V-X- 3rd Floor

Larry Feldman, Chair of the Board and Miami-Dade County Board member, will welcome conferees.

8:00 AM - 5:00 PM Internet Business Cafe
Dover C- 3rd Floor

8:00 AM - 5:00 PM Urban Schools Resource Display
Grand Ballroom Foyer-3rd Floor

9:15 AM - 10:30 AM **BEACON OF LIGHT: MEETING THE SOCIAL EMOTIONAL NEEDS OF URBAN STUDENTS**
Harborside Ballroom D- 4th Floor

PANEL: The Power of Awakening To the Needs of Urban Children in Pursuit of Improving Outcomes Effectively Addressing Intersectionality of Trauma, Race, and Invisibility in Urban Schools

Eric Jay Rosser, Associate Superintendent for Student Support Services, Buffalo Public Schools
Tonja Williams, Assistant Superintendent for Student Support Services, Buffalo Public Schools

PANEL: Improve School Culture: The Link Between Systems, Social Emotional Learning & Restorative Practices

Renee DiBiasio, Assistant Head of School, Cleveland School of the Arts

PANEL: SEL-Practices that Support Social, Emotional, and Academic Skill Development from 7am to 7pm

Dana Z. Godek, CFRE, Director of Compliance and Special Projects

FACILITATOR: Michael Loconto, Board Member, Boston Public Schools

9:15 AM - 10:30 AM **CAPITAL STEPS: RAISING FACILITIES STANDARDS TO A NEW LEVEL IN AMERICA'S URBAN SCHOOLS**
Bristol- 3rd Floor

PANEL: Baltimore's 21st Century School Buildings Program: Engaging Communities in the School Modernization Process through Design, Academic Planning and Community Use Space

Nicole Price, Director of Community and Public Relations, Baltimore City Public Schools

Dawn Shirey, Director of 21st Century Learning, Baltimore City Public Schools

PANEL: No Cookie Cutter Designs Allowed: Helping stakeholders Understand a 21st Century Bond Program

Sheleah Reed, Officer of Strategic Engagement and Outreach, Houston Independent School District

Brian Busby, Chief Operating Officer, Houston Independent School District

FACILITATOR: Melinda Boone, Superintendent, Norfolk Public Schools

9:15 AM - 10:30 AM

HIDDEN TREASURE: UNCOVERING AND NURTURING GIFTED ENGLISH LANGUAGE LEARNERS IN THE GREAT CITY SCHOOLS

PANEL: Equity for Gifted English Learners: Transforming Mindsets and Instructional Practices

Charlotte "Nadja" Trez, Executive Director, EL Services, Charlotte-Mecklenburg Schools

Alyssa Manella Arrowsmith, Title III Technology Resource Teacher, EL Services, Charlotte-Mecklenburg Schools

Lisa Pagano, Talent Development Compliance Specialist, Talent Development/Advanced Studies/AVID, Charlotte-Mecklenburg Schools

PANEL: Our Gifts, Our World / Nuestros regalos, nuestro mundo: Creating Global Citizens through Dallas ISD's Dual Language / Gifted & Talented Campuses

Ivonne Durant, Chief Academic Officer, Teaching and Learning, Dallas Independent School District

Mitch Morken, Director of Advanced Academic Services, Teaching and Learning, Dallas Independent School District

Cloris Rangel, Director of Dual Language Programs, Bilingual ESL Department, Dallas Independent School District

FACILITATOR: Ashley Paz, Board Member, Fort Worth Independent School District

9:15 AM - 10:30 AM

HIGH RISE BUILDING: SETTING THE FOUNDATION FOR SUCCESSFUL URBAN SCHOOL PRINCIPALS

Harborside Ballroom C- 4th Floor

PANEL: TAG Structure

Amanda Ellison, Director Student and School Operations Support, Baltimore City Public Schools

PANEL: Service Quality

Valerie Wanza, Chief Officer, Broward County Public Schools

Veda Hudge, Director, Broward County Public Schools

Farrah Wilson, Interim Assistant Director, Broward County Public Schools

Chris Bolden, Assistant Director, Broward County Public Schools

PANEL: Setting Up Urban Principals for Success in Leadership

Reginald Lawrence, Regional Superintendent, Milwaukee Public Schools

Ramon Evans, Principal, Lincoln Middle School, Milwaukee Public Schools

Adria Maddaleni, Director, Procurement & Risk Management, Milwaukee Public Schools

FACILITATOR: Barbara Deane-Williams, Superintendent, Rochester City School District

9:15 AM - 10:30 AM

HIGHER, FURTHER, FASTER: CLOSING THE ACHIEVEMENT GAP IN URBAN PUBLIC SCHOOLS

Dover A&B- 4th Floor

PANEL: Frontloading: A Proven Strategy to Accelerate the Narrowing of Achievement Gaps

Robert Bearden, Minority Achievement Office Resource Teacher, Orange County Public Schools

Ella M. Thompson, Minority Achievement Office Executive Area Director, Orange County Public Schools

PANEL: A Six Part systemic model designed to close the Achievement Gap for Black Scholars

Lewis Brinson, Minority Achievement Officer, Pinellas County Schools

Theresa M. Silva

From: Michell Yorkman <MYorkman@cgcs.org>
Sent: Friday, October 19, 2018 4:48 AM
To: Theresa M. Silva
Subject: CGCS 2018 Fall Conference Facilitator Information
Attachments: facilitator questions 2018.doc; guidelines memo for facilitators 2018.doc

Dear Robert W. Runcie,

Thank you very much for agreeing to facilitate a concurrent session at the Council of the Great City Schools Annual Fall Conference. Most panels are made up of 2-3 district/organizations. All presenters were informed in advance that they have 10-15 minutes to present per district/organization (not per person). It is important that the facilitators assist the presenters in keeping up with the time, so that everyone has an opportunity to present and so that there is plenty of time for questions from the audience. It is our intent to have these sessions be content rich and highly interactive. I have attached a few basic facilitating guidelines and a list of possible questions to ask panelist (please do not feel limited by these questions). Lastly, please encourage the attendees to complete the survey on the Mobile App before they move to the next session.

The details of your session are as follows:

THE NEXT WAVE: INCREASING THE FLOW OF URBAN SCHOOL LEADERS IN THE GREAT CITY SCHOOLS
FRIDAY, OCTOBER 26TH 10:45 AM – 12:15 PM
LOCATION - BALTIMORE MARRIOTT WATERFRONT – ROOM GB III-IV

PANEL: Opportunities for Growth in District School Leadership
Chicago Public Schools

Chicago Public Schools provides leadership opportunities for school leaders at various levels of development. Two cornerstone programs are:

Aspiring Assistant Principal Institute - A three day professional development program designed to identify and prepare interested and qualified candidates for Assistant Principal roles.

Chicago Principals Fellowship - A rigorous fellowship providing leadership training, coaching and an opportunity to learn and develop District policy. Participating principals commit to leading in CPS for at least three additional years.

Participants in this session will learn more about the recruitment strategy, preparation, development and retention of qualified leaders.

PANEL: Aspiring Assistant Principals Program: Investing in the Leadership Pipeline
Los Angeles Unified School District

The Aspiring Assistant Principal Program (AAPP) is a professional development opportunity for LAUSD employees who aspire to assume the role of assistant principal. AAPP provides targeted sessions aligned to the LAUSD School Leadership Framework in the areas of data-driven instructional and operational leadership. Highly qualified leaders are essential to accelerating student achievement. This comprehensive program ensures that future school leaders are prepared to meet the challenge of improving achievement for all students. Identifying and building leadership potential within individuals is key to accomplishing this goal. Participants undergo a rigorous selections process and complete one-year of coursework for assistant principal eligibility.

PANEL: Continuous Improvement Methodologies as an Approach to Leadership Development for Rising School Leaders
New York City Department of Education

Participants of the NYCDOE's Assistant Principal Leadership Institute (APLI) conduct a year long school improvement initiative using continuous improvement science methodologies in a networked improvement community. Participants identify a student outcome they would like to see improve. They are then grouped with participants who have a similar focus. Together they provide ongoing peer review and support in implementing school level change strategically. The goal is for them to learn quickly what works and what doesn't, and why, so they can reliably scale up their change and ensure appropriate capacity building occurs and to ensure that the systems and structures they are introducing produce the outcomes they intended. The presentation will focus on the participants work products and their presented outcomes.

We greatly appreciate your commitment. Please do not hesitate to contact me if you have any questions or concerns.

Many thanks,
Michell Yorkman

Michell Yorkman
Special Projects Manager

Council of the Great City Schools
1331 Pennsylvania Ave. NW
Suite 1100N
Washington, DC 20004
(202)393-2427

Memorandum

TO: Session Facilitators
FROM: Michael Casserly, Executive Director
DATE: Thursday, October 25, 2018
RE: Facilitating Session at Annual Conference of the Great City Schools

You are scheduled to facilitate one of the breakout sessions. All sessions are in meeting rooms in the Baltimore Marriott Waterfront. The Conference Program will list the room for your session.

We would like to suggest questions (attached) for you to ask the presenters and the participants in your session. The room for each session is being arranged to encourage interaction and discussion. There will be no stage and no assigned seats — everyone here is viewed as expert in urban education because they are urban educators.

We would like you to simply introduce the topic of the session and the individuals presenting. We did not request biographical material for presenters — names and the titles of their programs should be sufficient. We've asked panelists to do a formal presentation of approximately 10-15 minutes in length.

We urge you to encourage the "audience" to ask questions and to volunteer information they have about what works in their cities. Non-presenters may have better programs, ideas, and suggestions than the ones being presented. Following presentations, we ask that you engage others in the room in a broad discussion about the nature of the programs/issues and challenges/catalysts to success. The enclosed questions are designed to help you do that. Then lastly, we ask that you ask the attendees to complete the session survey on the mobile app.

Our goal is to make our Annual Conference interactive and a forum by which ideas, programs, views, and models can be shared across the cities. You will be playing a major role to see that, that discussion happens.

Thank you for all your great work. We are looking forward to a terrific conference.

TDA / Travel Voucher Reconciliation 2016 - 2017

TDA Date	Conference Name	Reimbursement Req. Amt	Description	Comment
5/23/17 - 5/24/17	Commissioner's Education Convening - Orlando, FL	40.00	reimburse for meal	
5/11/17 - 5/12/17	Broward Workshop Annual Retreat - West Palm Beach	\$0.00	✓	
4/23/17 - 4/25/17	Wallace Foundation - Spring Professional Learning Communities Convening - New York, NY	\$48.00	reimburse for meal	✓
4/6/17 - 4/7/17	2017 State of Black Florida Legislative Conference - Tallahassee, FL	\$19.00	reimburse for meal	✓
3/14/17 - 3/16/17	FADSS - 217 Spring Leadership Conference - Tallahassee, FL	\$40.00	reimburse for meal	✓
3/11/17 - 3/14/17	Council of the Great City School: 2017 Annual Legislative/Policy Conference - Washington, DC	\$106.00	reimburse for meal & taxi	
2/11/17 - 2/13/17	ESSA Leadership Learning Community - New York, NY	\$0.00		✓
1/27/17 - 1/27/17	NAACP - A Hearing on Quality Education - Orlando, FL	\$20.00	reimburse for meal	✓
1/11/17 - 1/15/17	The BROAD Center Forum - Los Angeles, CA	\$50.00	reimburse for meal	✓
12/4/16 - 12/5/16	MSAP Project Directors Meeting - Washington, DC	\$19.00	reimburse for meal	✓
11/29/16 - 12/1/16	FADSS Board of Directors Meeting - Tampa, FL	\$20.00	reimburse for meal	✓
11/16/16 - 11/20/16	NABSE's 44th Annual Conference - Tampa, FL	67.00	reimburse for meal	
10/29/16 - 10/29/16	Wallace Foundation - Fall Convening - New York, NY	\$70.00	reimburse for meal	✓
9/25/16 - 9/26/16	Code.org Professional learning partner - Washington, DC	\$19.00	reimburse for meal	✓
TOT		482.00	\$571.60	

Robert D. Sumner

TRAVEL VOUCHER
The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

I. ITINERARY: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
November 7, 2018	5:10pm	7:40pm	FLL to BWI (Baltimore, MD)	
November 9, 2018	3:20pm	6:00pm	BWI to FLL	3.0
Total Days used to Compute Per Diem				3.0

II. TRANSPORTATION: (check items that apply) **RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)**

AIRPLANE ☐ RENTAL CAR ☐ PRIVATE CAR ☐ OTHER ☐
 If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).
 Name of Travel Agent:

III. REIMBURSEMENT REQUESTED: **IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED **

TRANSPORTATION:
 Common Carrier (attach ticket receipt) 955.96
 Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)
 Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18 0.00
 Current rate as published in the annual memorandum from the Treasurer's Office.
 Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS..... 103.94
PER DIEM: Lodging & Meals
 Current rate as published in the annual memorandum from the Treasurer's Office.
 x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435
 --OR--
 Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....
 Meals *Current rate as published in the annual memorandum from the Treasurer's Office* 58.00 ✓
MISCELLANEOUS:
 Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...
 Other (attach explanation)
LESS TRAVEL ADVANCES: (Input total advance - cell already formulated to reflect negative amount) 1,059.90
TOTAL REIMBURSEMENT REQUESTED 58.00 ✓
 (Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

Print Name & Title of Principal/Department Head

**MISSING OR INCOMPLETE INFORMATION WILL RESULT
 IN PACKET BEING RETURNED TO BSC/LOCATION**

Check Request No.	Gross Amount	G/L Account (8) Class + Obj + O's	Bus Area (4)	Cost Center (10) BA + T + L + O	Fund (4)	Internal Order (12)	W35 Element (14)	Grant (14)	Functional Area (16) Function + Activity + O's
	58.00	533 Tax	1100	110007510	1000				7300000000000000

Budgetkeeper/Bookkeeper:

Form #3044 Rev. 1/18

Phone # 321-6651

Exhibit 1

Date 10/8/18

School/Department Superintendent's Office

Depart on: 11/7, 2018 ; Return on 11/12, 2018 Total work days requested 3.0
****INCLUDE ALL TRAVEL DAYS****

Form #4082 Rev. 1/18

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: Robert W. Runcie Position: Superintendent

The following is a summary of my trip to Baltimore, MD
City & State

for: 46th Annual NABSE Conference
Convention/Seminar, Etc

Date(s)

Summary of Day's Events

<u>11/7</u>	<u>travel to Baltimore, M.D.</u>
<u>11/8</u>	<u>participate in Conference</u>
<u>11/9</u>	<u>participate in Conference</u>
<u>11/9</u>	<u>travel to Fort Lauderdale, FL</u>


Signature



Log in | Enroll | Español

FLIGHT | HOTEL | CAR | VACATIONS | SPECIAL OFFERS | RAPID REWARDS

Your flight is booked!



We're sending a confirmation email to supt_runcie@browardschools.com right now.

Trip summary

Print

✈ Flight

CONFIRMATION #
KH92EO

NOV 7 - 9
BWI → FLL

TOTAL PAID
\$0.00

Add a car

Book now. Pay later!

Hertz

Book now



Baltimore

11/07/2018

11/09/2018

11/9 - Baltimore/Washington



Big inflight entertainment. Little screen.

Enjoy free live and on-demand TV, shopping, games, and a flight tracker on your mobile devices.

Learn more

NOV 9

Ft. Lauderdale, FL to Baltimore/Washington, MD

Confirmation # KH92EO

PASSENGERS

Robert Runcie

Known Traveler # 11192462

Rapid Rewards number >

Secure Traveler information >

Special Assistance >

EXTRAS

FARE

Business Select
Business Select



Transparency[®]: Defined

Low fares. Nothing to hide.



Change fees don't fly with us

Flexibility for your travel plans.



Add EarlyBird Check-In[®]

Departing 11/7/18 Wednesday



DEPARTS

5:10 PM**FLL**

Ft. Lauderdale, FL - FLL

FLIGHT
799 **Business Select**
(Adult x1)

Nonstop



ARRIVES

7:40 PM**BWI**

Baltimore/Washington, MD - BWI

TRAVEL TIME
2hr 30min**Returning** 11/9/18 Friday**Business Select**
(Adult x1)

DEPARTS

3:20 PM**BWI**

Baltimore/Washington, MD - BWI

FLIGHT
2023

Nonstop



ARRIVES

6:00 PM**FLL**

Ft. Lauderdale, FL - FLL

TRAVEL TIME
2hr 40min

Icon legend



Wi-Fi available



Live TV available



Car/Bike Check-in

Helpful Information:

- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards® points, your point balance may not immediately update in your account.

Book your hotel with us and earn up to 10,000 points per night.



The Ritz-Carlton, Baltimore

DESTINATION/HOTEL NAME

Baltimore

CHECK-IN

11/07/2018

CHECK-OUT

11/09/2018

ROOMS

1

ADULTS

1

CHILDREN

0

Search

Reconcile summaryTOTAL PAID **\$0.00**

Georgina F. Parker

From: Theresa M. Silva
Sent: Tuesday, November 13, 2018 2:58 PM
To: Georgina F. Parker
Subject: FW: Thanks for tipping! We've updated your Thursday evening trip receipt
Importance: High

From: [REDACTED]
Sent: Friday, November 9, 2018 9:13 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Fw: Thanks for tipping! We've updated your Thursday evening trip receipt

From: Uber Receipts <uber.us@uber.com>
Sent: Thursday, November 8, 2018 11:01 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Thursday evening trip receipt

Uber

Total: \$30.77
Thu, Nov 08, 2018

Thanks for tipping, Robert

Here's your updated Thursday evening ride receipt.



Total

\$30.77

Trip fare	\$25.30
-----------	---------

Subtotal	\$25.30
----------	---------

Wait Time ⓘ	\$0.47
-------------	--------

Tip	\$5.00
-----	--------

Amount Charged



\$30.77

pd p/card

Receipt ID # ac12c182-cb14-4cb4-a565-5697f692f666

[Download PDF](#)

Download link expires 12/9/18

You rode with Raja



4.81 ★ Rating

Top Driver Compliment

"Excellent Service"

Issued on behalf of Raja Mumtaz

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

Black SUV 1.63 mi | 11 min

■ 09:18pm

Pier 5 Hotel, 711 Eastern Ave, Baltimore, MD 21202,

■ 09:30pm

401 W Pratt St, Baltimore, MD

Georgina F. Parker

From: Theresa M. Silva
Sent: Tuesday, November 13, 2018 2:21 PM
To: Georgina F. Parker
Subject: FW: Thanks for tipping! We've updated your Friday afternoon trip receipt
Importance: High

From: [REDACTED]
Sent: Friday, November 9, 2018 9:11 PM
To: Theresa M. Silva <theresa.silva@browardschools.com>
Subject: Fw: Thanks for tipping! We've updated your Friday afternoon trip receipt

From: Uber Receipts <uber.us@uber.com>
Sent: Friday, November 9, 2018 2:20 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Friday afternoon trip receipt

Uber

Total: \$73.17
Fri, Nov 09, 2018

Thanks for tipping, Robert

Here's your updated Friday afternoon ride receipt.



Total

\$73.17

Trip fare	\$68.17
-----------	---------

Subtotal	\$68.17
----------	---------

Tip	\$5.00
-----	--------

Amount Charged



Switch

\$73.17

pd p/card

Receipt ID # a5cd6a25-f689-4659-a7a9-e60e92edfeb1

[Download PDF](#)

Download link expires 12/9/18

You rode with Francis



4.97 ★ Rating

Top Driver Compliment

"Excellent Service"

Issued on behalf of GENTLE RIDES SEDAN SERVICES LLC

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

Black SUV 11.87 mi | 18 min

■ 01:43pm
110 S Eutaw St, Baltimore, MD

■ 02:01pm
7105 Friendship Rd, Baltimore, MD



401 West Pratt Street, Baltimore, Maryland, 21201, USA
+1-443-573-8700

Reservation Confirmation # 3484662093

Hotel

Hilton Baltimore Inner Harbor
401 West Pratt Street
Baltimore, Maryland 21201
USA
Phone: +1-443-573-8700
Email: bwicc-front_office_managers@hilton.com

[Maps and directions](#), [Local guide](#), [Weather](#)

Room and Plan Selection

DETAILS

1 KING BED GUEST ROOM 

NABSE STAFF

Price

Taxes:

Total for stay:

(USD)

\$278.00

\$43.09

\$321.09

Stay Information

Arrival: Wednesday, 07 Nov 2018 ✓
Departure: Friday, 09 Nov 2018 ✓
1 room for 2 nights
2 adults




Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 4:00 pm and check-out is at 11:00 am.

Guest Information

Guest name: Robert Runcie ✓
Additional Guests:
Address type: Home
Address: On file
Email: On file
Phone: On file
Comments: On file

- Request high speed internet if available

Payment Information

Card type: 
Card number: 
Expiration: 

P/card



401 West Pratt Street, Baltimore, Maryland, 21201, USA
+1-443-573-8700

Robert Runcie, you are eligible for a custom upgrade!

Premium rooms may go unsold and can be offered at check-in for as little as \$19 extra per night!

[Show my custom upgrade](#)

Hotel

Hilton Baltimore
401 West Pratt Street
Baltimore, Maryland 21201
USA
Phone: +1-443-573-8700
Email: twicc-front_office_managers@hilton.com

[Maps and directions](#). [Local guide](#)

Room and Plan Selection

DETAILS	(USD)
1 KING BED GUEST ROOM 	
NABSE	
Price:	\$796.00
Taxes:	\$123.38
Total for stay:	\$919.38

Stay Information

Arrival:	Wednesday, 07 Nov 2018
Departure:	Sunday, 11 Nov 2018
	1 room for 4 nights
	2 adults

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 4:00 pm and check-out is at 11:00 am.

Guest Information

Guest name:	Robert Runcie
Additional Guests:	
Address type:	Home
Address:	On file
Email:	On file
Phone:	On file

Payment Information

Card type:	
Card number:	
Expiration:	



401 West Pratt Street, Baltimore, Maryland, 21201, USA
+1-443-573-8700

Robert Runcie, you are eligible for a custom upgrade!

Premium rooms may go unsold and can be offered at check-in for as little as \$20 extra per night!


[Show my custom upgrade](#)

Hotel

Hilton Baltimore
401 West Pratt Street
Baltimore, Maryland 21201
USA
Phone: +1-443-573-8700
Email: bwicc-front_office_managers@hilton.com

[Maps and directions](#), [Local guide](#)

Room and Plan Selection

DETAILS	(USD)
1 KING BED GUEST ROOM 	
<u>FLEXIBLE RATE</u>	
Price:	\$205.00
Taxes:	\$31.78
Total for stay:	\$236.78

Stay Information

Arrival:	Sunday, 11 Nov 2018
Departure:	Monday, 12 Nov 2018
	1 room for 1 night
	2 adults

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 4:00 pm and check-out is at 11:00 am.

Guest Information

Guest name:	Robert Runcie
Additional Guests:	
Address type:	Home
Address:	On file
Email:	On file
Phone:	On file
Comments:	On file

Payment Information

Card type:	
Card number:	
Expiration:	

Accommodations



Hilton Baltimore (Headquarters Hotel)

401 W. Pratt Street
Baltimore, Maryland 21201

Rate: \$199.00 Single/Dbl. Occupancy (Discounted rate is good through October 31, 2018)

Reservations: 1-800-445-8667 Use Group code (NAB)

Hotel is located next door to the Baltimore Convention Center



Marriott Inner Harbor at Camden Yards

110 South Eutaw Street
Baltimore, Maryland 21201

Rate: \$199 Single/Double Occupancy (Discounted rate is good through October 31, 2018)

Reservations: use this email link: <https://book.passkey.com/e/49689759>

Hotel is located two blocks from the Baltimore Convention Center

MEAL REIMBURSEMENT

Name: Robert W. Runcie

Personnel #: 92795

Dates of Travel: November 7, 2018 – November 9, 2018

Location: Baltimore, MD

Purpose: 46th Annual NABSE Conference

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner
11/7			X ✓
11/8	X ✓	X ✓	
11/9	X ✓	X ✓ <i>Travel time</i>	
Totals	\$16	\$22	\$20

Grand Total: \$58 ✓

X Robert W. Runcie

Conference Information

National Alliance of Black School Educators

46th Annual Conference

November 6-11, 2018

We invite you to JOIN us and...

✓ Attend Workshops.
Education Strands, Plenary
Sessions and Research
Roundtables for ALL educators
Pre-K-16

✓ Network with more than
2,000 educators from across North
America and beyond

✓ Visit more than 150
Education, Non-Profit and
Retail Exhibitors in the
Exhibition Hall

WHO SHOULD ATTEND: NABSE members, supporters, superintendents, principals, school board members, education human resource professionals, deans, professors, education department heads, administrative/educational support staff, teachers, parents, curriculum specialists, students, clergy, employers, job seekers and any individual or organization concerned about the education of our nation's children.

Schedule at a Glance

TUESDAY, NOV. 6 (Pre-Conference)

- Registration Opens (3pm – 8pm)

WEDNESDAY, NOV. 7 (Pre-Conference) *

- Golf Tournament
- Collegiate Tour
- PreK-12 School Tour
- Cultural Tour
- Parent Summit
- NABSE Aspiring Superintendents Academy
- NABSE Board of Directors Meeting

THURSDAY, NOV. 8 *

- Opening Plenary/Delegate Assembly
- Workshops & Research Roundtable
- Youth Symposium
- Exhibit Hall Grand Opening
- Demonstration Schools
- School Board/Superintendent/Governance Symposium
- Administrators' Symposium
- Commission Meetings
- Affiliate Presidents' Meeting
- Affiliate Opening Night Reception *

FRIDAY, NOV. 9 *

- Workshops & Research Roundtable
- Superintendents' Strand
- Principals' Strand
- Higher Education Professionals Strand
- School Board Strand
- Administrators' Strand
- Demonstration Schools
- Market Place Workshops
- Founding Members Luncheon
- Exhibition Hall Reception

SATURDAY, NOV. 10

- Workshops
- Delegate Assembly
- Ed Camp
- Teachers' Leadership Summit
- Thought Leaders TED Talk
- NABSE Honors & Awards Red Carpet Gala

SUNDAY, NOV. 11

- Ecumenical Service

*Superintendent
did not attend luncheon
because he had to go
to the airport*

[Signature]

Registration Information

EARLY BIRD SPECIAL!

Attendees who register by July 31, 2018 will receive a deduction of \$50!
(This rate does not include Single Day/Spouse, Parents Day Registration and Student-Basic.)

REGISTRATION RATES

Membership Status*	Full	Basic
Individual Non-Member	\$590	\$445
Individual Member	\$495	\$350
Retiree Non-Member	\$425	\$350
Retiree Member	\$375	\$300
Student Non-Member**	\$295	\$255
Student Member**	\$275	\$235
Single Day/Spouse	N/A	\$245
Parent Summit.....		\$50 (Single Fee)
Aspiring Superintendents Academy		\$125

REGISTRATION CATEGORIES

- **Full Registration:** All programs, workshops, speakers, exhibits, Opening Night Reception, Founding Members Luncheon and Annual Banquet.
- **Basic Registration:** Same as Full but does not include Founding Members Luncheon or Annual Banquet tickets.
- **Daily Registration:** Provides a one-day pass, on designated day, to all public events, except Founding Members Luncheon and Annual Banquet.

*Members with outstanding membership dues must complete and submit a membership renewal application. Persons whose membership dues are delinquent will be charged the Non-Member registration rate

**Student membership/registration category applicable only to full-time college students who are NOT employed. Valid student identification card must be presented on-site or higher registration rates will apply

REGISTRATION POLICIES

- Online conference registration is available at www.nabse.org through Nov. 3, 2018 by **Purchase Order or Credit Card**.
- Requests for refunds must be submitted in writing to the NABSE Office electronically or by mail, postmarked no later than Oct. 26, 2018. **NO refunds will be issued after this date.**
- Declined credit cards may result in delayed registration.
- On-Site Registrants **must** come to the On-Site Registration booth to make any required payment in order to receive their registration materials and conference credentials.
- **NO PERSONAL CHECKS will be accepted on-site for any conference fees including registration, luncheon tickets, etc., under any circumstances.**
- Attendees will not gain access to conference activities without remitting full payment and displaying conference credentials.
- A \$50 service charge will be assessed on all refund requests. However, **NO** refunds will be issued after Oct. 26, 2018.
- A \$30 fee will be assessed for all returned checks.
- A \$50 fee will be assessed to transfer registration from one individual to another. Registration transfer requests must be submitted in writing by November 2, 2018.
- Conference badges must be worn in order to gain access to all functions.
- The registrant's full name and organization will appear on conference credentials and registration documents **exactly** as it is provided on the registration form. Badges **must** be worn to all events.
- **All registration and membership fees must be paid in full prior to receiving conference materials.**

TRAVEL VOUCHER

The School Board of Broward County, Florida

VENDOR

NUMBER

439681

Name: Robert Runcie ✓

Personnel Number 92795

School/Department Superintendent's Office

Loc No. 9511

Date 12/3/18

I. ITINERARY:

IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED

Travel Dates	Departure Time AM/PM	Arrival Time AM/PM	Destination From (City, State)/To (City, State)	Days
11/28/18 ✓	9:00am ✓	1:30pm ✓	Fort Lauderdale to Tulsa, OK	
11/30/18 ✓	4:15pm ✓	10:40pm ✓	Tulsa, OK to Fort Lauderdale, FL	3.0
Total Days used to Compute Per Diem				3.0

II. TRANSPORTATION: (check items that apply)

RECEIPTS MUST SHOW BREAKDOWN OF CHARGES (DAILY RATES, TAXES, ETC.)

AIRPLANE _____ RENTAL CAR _____ PRIVATE CAR _____ OTHER _____

If ticket is purchased through travel agent and charged to the School Board, enter agent's name and amount (ticket stub must be attached).

Name of Travel Agent: _____

III. REIMBURSEMENT REQUESTED:

IF COMBINED PACKAGE IS SELECTED (AIR, HOTEL, CAR) BREAKDOWN RECEIPT ITEMIZING EACH IS REQUIRED

TRANSPORTATION:

Common Carrier (attach ticket receipt) _____

Rental Car (attach rental contract, review State of FL Vehicle Rentals Contract - RENTAL MUST BE MOST ECONOMICAL)

Private Car Mileage 0.00 miles x 0.545 cents per mile Rate effective 1/1/18

Current rate as published in the annual memorandum from the Treasurer's Office.

Tolls and parking (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Taxi, Limousine, etc. (attach actual receipts). CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

PER DIEM: Lodging & Meals

Current rate as published in the annual memorandum from the Treasurer's Office.

x _____ days (as computed in Section I. above). Refer to Business Practice Bulletin A-435

-OR-

Hotel (attach paid receipt) CANNOT ACCEPT COPIES, CREDIT CARD OR BANK STATEMENTS.....

Meals *Current rate as published in the annual memorandum from the Treasurer's Office*

MISCELLANEOUS:

Registration (attach paid receipt and agenda) PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE ...

Other (attach explanation)

LESS TRAVEL ADVANCES:

(input total advance - cell already formulated to reflect negative amount)

TOTAL REIMBURSEMENT REQUESTED

(Attach applicable original receipts, Trip Report, TDA-1 and Agenda to support this request for reimbursement)

IV. AUTHORIZATION:

I hereby certify that the above claim is true and conforms with the requirements of the School Board Policy 3400.

Approval

Signature of Principal/Department Head

Signature of Requesting Person

BOARD CHAIR

Print Name & Title of Principal/Department Head

MISSING OR INCOMPLETE INFORMATION WILL RESULT IN PACKET BEING RETURNED TO BSC/LOCATION

Check Request No.	Gross Amount	G/L Account (8) Class-Obj-D's	Bus Area (4)	Cost Center (10) BA+Trl+D	Fund (4)	Internal Order (12)	WBS Element (14)	Grant (14)	Functional Area (16) Function + Activity + D's
71-08	51.00	53470000	1100	1100095110	1000				7100 0000 00000000 01
	51.00								

Budgetkeeper/Bookkeeper:

Form #3044 Rev. 1/18

Phone # 321-0651

Exhibit 1

Date _____

School/Department Superintendent's Office

The applicant requests temporary duty assignment for the following period

****INCLUDE ALL TRAVEL DAYS****

A. Conference/Convention of (Name of Sponsor):	Aspen Superintendent's Retreat
Meeting in (City and State):	Tulsa, OK ✓
B. Other School Board business (specify):	
Meeting in (City and State):	
C. Briefly describe benefits accruing to School Board:	

TRANSPORTATION:		
Airplane (If ticket is to be charged to the School Board, enter travel agency name here): <u>Aspen will cover all expenses.</u>		
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>0.545</u> cents per mile):	Rate effective 1/1/18	0.00
Current rate as published in the annual memorandum from the Treasurer's Office.		
Taxi, limousine, tolls, etc. (<i>receipts must be imprinted with company logo</i>)		
(cannot accept copies, credit card or bank statements)		
PER DIEM: Lodging & Meals - *Current rate as published in the annual memorandum from the Treasurer's Office* x _____ days requested	<u>Aspen will cover all expenses.</u>	
OR		
HOTEL: \$ _____ per day x _____ days requested		0.00
MEALS: *Current rate as published in the annual memorandum from the Treasurer's Office*		\$1.00
MISCELLANEOUS:		
Registration: <i>PER POLICY 4208 - INDIVIDUAL MEMBERSHIPS ARE NOT REIMBURSABLE</i>		
Other: (specify) _____		
	TOTAL ESTIMATED EXPENSES:	\$100.00
TRAVEL ADVANCE REQUEST (explain):		

Internal Account Fund being charged, if applicable

NO	YES
-----------	------------

Applicant: <u>Robert W. Kurne</u>	Date: <u>10-30-18</u>
Principal/Department Head: _____	Date: _____
Chief Operating Officer/Associate Assistant/Area/Deputy Superintendent: <u>John R. [Signature]</u>	Date: <u>10-30-18</u>
Additional Approval: _____	Date: _____

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

TRIP REPORT

Name: ROBERT W. RUNCIE Position: SUPERINTNDENT

The following is a summary of my trip to Tulsa, OK
City & State

for: Aspen Superintendent's Retreat: Putting Students, Schools and Equity at the Center
Convention/Seminar, Etc.

Date(s) **Summary of Day's Events**

11/28 travel to Tulsa, OK

11/29 participate in Retreat meeting

11/30 travel to Fort Lauderdale, FL



Signature



12/13/18 - No hotel info available per Georgina in Mr. Runcie's office. (SH)

Wednesday, October 24, 2018 4:35 PM UTC

[Click Here](#) to view your itinerary or ETicket receipt.

Travel Leaders has sent this itinerary for your review in order to ensure accuracy and travel request compliance. Please review all itinerary components within 24 hours of receipt, as after that time any changes made will result in airline imposed fees and a possible increase in the cost of the airfare for which Travel Leaders cannot be held responsible. If a credit was applied to this ticket, changes must be identified immediately and are subject to airline rules and possible fees.

All booked and ticketed reservations must comply with TSA's SECURE FLIGHT PASSENGER DATA mandate.

For full details on these requirements please see the bottom of your itinerary.

Travel Summary - Agency Record Locator PQH7X0				
Traveler				
RUNCIE/ROBERT				
Reference number by traveler: ASUSN NOV18				
Known Traveler Number: Confirmed				
Booking Date: 10/24/18				
Date	From/To	Flight/Vendor	Depart/Arrive	Class/Type
11/28/2018	FLL-IAH	UA 333	✓ 09:00 AM/10:47 AM	Economy
11/28/2018	IAH-TUL	UA 4270	✓ 11:55 AM/01:30 PM	Economy
11/30/2018	TUL-ATL	DL 1730	✓ 04:15 PM/07:14 PM	Economy
11/30/2018	ATL-FLL	DL 1356	✓ 08:47 PM/10:40 PM	Economy

AIR - Wednesday, November 28 2018		Add to Calendar
United Airlines Flight UA 333 K-Economy Class		
Depart:	Fort Lauderdale International Airport (FLL) Fort Lauderdale, Florida, USA 9:00 AM	
Arrive:	George Bush Intercontl (IAH) Houston, Texas, USA 10:47 AM	
Duration:	2 hour(s) and 47 minute(s)	
Stop(s):	Non-stop	
Status:	Confirmed - United Airlines Booking Reference: FCYERW	
Seat:	32C (Non smoking) Confirmed	
Baggage Allowance:	0 Piece(s) Check in on-line to obtain boarding pass: United Click here for Baggage policies and fees: United Check operating carrier website for any policies that may vary.	
Remarks:	UNITED AIRLINES RESERVATIONS NUMBER 800-241-6522	

AIR - Wednesday, November 28 2018[Add to Calendar](#)**United Airlines Flight UA 4270 K-Economy Class**

Depart: George Bush Interntl (IAH)
Houston, Texas, USA
11:55 AM

Arrive: Tulsa International Airport (TUL)
Tulsa, Oklahoma, USA
1:30 PM

Duration: 1 hour(s) and 35 minute(s)

Stop(s): Non-stop

Status: Confirmed - United Airlines Booking Reference: **FCYERW**

Check in with: EXPRESSJET AIRLINES DBA UNITED EXPRESS

Seat: 07A (Non smoking) Confirmed

Baggage Allowance: 0 Piece(s)

Remarks: UNITED AIRLINES RESERVATIONS NUMBER 800-241-6522

AIR - Friday, November 30 2018[Add to Calendar](#)**Delta Air Lines Flight DL 1730 V-Economy Class**

Depart: Tulsa International Airport (TUL)
Tulsa, Oklahoma, USA
4:15 PM

Arrive: Hartsfield-Jackson ATL (ATL)
Atlanta, Georgia, USA
7:14 PM

Duration: 1 hour(s) and 59 minute(s)

Stop(s): Non-stop

Status: Confirmed - Delta Air Lines Booking Reference: **HUSA7M**

Seat: 26D (Non smoking) Confirmed

Baggage Allowance: 0 Piece(s)

Check in on-line to obtain boarding pass: [Delta](#)
Click here for Baggage policies and fees: [Delta](#)
Check operating carrier website for any policies that may vary.

Remarks: DELTA AIR LINES RESERVATIONS NUMBER 800-221-1212

AIR - Friday, November 30 2018[Add to Calendar](#)**Delta Air Lines Flight DL 1356 V-Economy Class**

Depart: Hartsfield-Jackson ATL (ATL)
Atlanta, Georgia, USA
8:47 PM

Arrive: Fort Lauderdale International Airport (FLL)
Fort Lauderdale, Florida, USA
10:40 PM

Duration: 1 hour(s) and 53 minute(s)

Stop(s): Non-stop

Status: Confirmed - Delta Air Lines Booking Reference: **HUSA7M**

Seat: 34D (Non smoking) Confirmed

Baggage Allowance: 0 Piece(s)

Check in on-line to obtain boarding pass: [Delta](#)
Click here for Baggage policies and fees: [Delta](#)
Check operating carrier website for any policies that may vary.

Remarks: DELTA AIR LINES RESERVATIONS NUMBER 800-221-1212

Remarks

"FOR EMERGENCY AFTER HOURS SERVICE / FEE WILL APPLY"
"PLEASE CALL 800-988-7745 AND PRESS AFTERHOURS PROMPT"
YOUR AIRLINE TICKET IS NON REFUNDABLE. AIRLINE
POLICY REQUIRES THAT ALL CHANGES MUST BE MADE PRIOR
TO ORIGINAL SCHEDULED DEPARTURE DATE/TIME. PENALTIES
ARE APPLICABLE ALONG WITH ANY DIFFERENCE IN AIR FARE.
DUE TO INCREASED SECURITY AT AIRPORTS
ALL PASSENGERS ARE REQUIRED TO PROVIDE PICTURE ID
AND A VALID TICKET OR VALID ELECTRONIC RECEIPT

TSA USES UNPREDICTABLE SECURITY MEASURES THROUGHOUT THE AIRPORT.
NO INDIVIDUAL IS GUARANTEED EXPEDITED SCREENING.
FOR MORE INFO VISIT WWW.TSA.GOV/PRECHECK.

Invoice #234439**Invoice Date: 10/24/2018**

United Airlines Electronic Ticket Number: 0167286146919

\$174.80 USD Ticket Amount

\$35.00 USD TRANSACTION FEE 8900748039695

\$209.80 USD Total Invoice Amount Paid with **Invoice #234440****Invoice Date: 10/24/2018**

Delta Air Lines Electronic Ticket Number: 0067286146920

\$148.80 USD Ticket Amount

\$148.80 USD Total Invoice Amount Paid with **TSA Secure Flight Passenger Data**

All booked and ticketed reservations must comply with TSA's SECURE FLIGHT PASSENGER DATA mandate.
Any booking missing this information is at risk to be cancelled or traveler complications when checking in.

Hazardous Materials

Federal law forbids the carriage of certain hazardous materials, such as aerosols, fireworks, and flammable liquids, aboard the aircraft. If you do not understand these restrictions, contact your airline or go to http://www.faa.gov/about/initiatives/hazmat_safety.

Theresa M. Silva

From: [REDACTED]
Sent: Sunday, December 2, 2018 3:29 PM
To: Theresa M. Silva
Subject: Fw: Your Wednesday evening trip with Uber

From: Uber Receipts <uber.us@uber.com>
Sent: Wednesday, November 28, 2018 8:05 PM
To: bob robertruncie.com
Subject: Your Wednesday evening trip with Uber

Uber

Total: \$11.50
Wed, Nov 28, 2018 ✓

Thanks for riding, Robert

We hope you enjoyed your ride this evening.




Total

\$11.50

Trip Fare

\$8.75

Subtotal	\$8.75
Tolls, Surcharges, and Fees 	\$2.75

   <i>Piland</i> Switch	\$11.50
--	---------

A temporary hold of \$11.50 was placed on your payment method  the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

[Download PDF](#)

Download link expires 12/29/18

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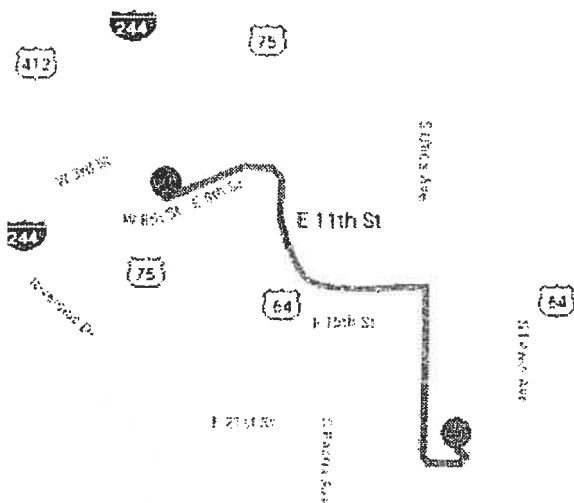
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MEAL REIMBURSEMENT

Name: Robert Runcie

Personnel #: 92795

Dates of Travel: November 28-30, 2018

Location: Tulsa, OK

Purpose: Aspen Superintendent's Retreat

Breakfast: \$8.00 when travel begins before 6:00am and extends beyond 8:00am

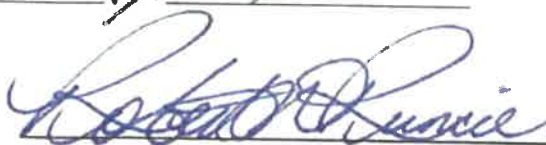
Lunch: \$11.00 when travel begins before 12:00pm and extends beyond 2:00pm

Dinner: \$20.00 when travel begins before 6:00pm and extends beyond 8:00pm

Date	Breakfast	Lunch	Dinner ^{OK}
11/28		X ✓	X ✓
11/29			
11/30			X ✓
Totals		\$11	\$40 20

*Retreat began
on 11/28/18*

Grand Total: ~~\$51~~ 31 \$51.00



Signature

Georgina F. Parker

From: Lefebvre, Joan <Joan.Lefebvre@aspeninstitute.org>
Sent: Friday, October 19, 2018 3:41 PM
To: jeff.eakins@sdhc.k12.fl.us; gistde@tulaschools.org; hite@philasd.org; jk.jackson@cps.edu; pmartinez1@saisd.net; r.r@browardschools.com; sbsantelises@bcps.k12.md.us; daciattoll@achievementfirst.org
Cc: Rachel Curtis; sseraj@tlcorporate.com; lori.woods@sdhc.k12.fl.us; sarah.bozone@tulaschools.org; dpwilliams@philasd.org; nturner10@cps.edu; jhendley@saisd.net; CLLewis@bcps.k12.md.us; kevinTorres@achievementfirst.org; Georgina F. Parker
Subject: REGISTRATION - Aspen Urban Superintendents Network Retreat
Attachments: Aspen Education RFP Form - Fall 2018 Superintendents Retreat.xlsx

Sent on behalf of Rachel Curtis and Ross Wiener

Dear Aspen Urban Superintendents Network members,

Thank you for making time to join us at our upcoming Superintendents retreat at the Hyatt Regency Tulsa Hotel, 100 East 2nd Street, Tulsa, OK 74103. *Hotel ✓*

The **Superintendents Network Retreat** will begin **Thursday, November 29, 2018 at 10:00 AM**. There will be breakfast from 9:00 - 10:00 AM. The meeting will adjourn on **Friday, November 30, 2018 at 2:00 PM**. The theme for the meeting is: **Putting Students, Schools, and Equity at the Center**. Students, schools, and equity are at the center of school systems' work. This retreat will examine how these priorities intersect and focus on implications for different levels of the organization, including: the system's strategy for improvement; how the teaching and learning division and the office of schools relate to each other and organize themselves in service of schools; how instruction is organized to support student's racial and cultural identity development and sense of belonging while meeting expectations for rigor; and how student voice informs systems' improvement efforts.

The **Aspen Institute** will cover your **airfare**, as well as secure your lodging at the hotel for **November 28 and November 29**. Check in time is 4:00 PM and check out time is 12:00 noon. Please check with the front desk upon arrival for luggage storage and possible early check in availability. Hotel confirmation numbers will be sent to registered participants approximately one week prior to the retreat.

Participants are requested to book flights through Travel Leaders, our travel agent, as soon as possible to put travel arrangements in motion. To book air travel, please contact our travel agent, Shaw Seraj at sseraj@tlcorporate.com (copied above) or (703) 287-8981. Travel from the airport to the hotel will take approximately 15 minutes and ground transportation at the airport is readily available.

All meals and meeting materials will be provided during the retreat and we will provide pre-readings in advance of the meeting both electronically and in hard copy. Attendance at all sessions is expected in order to maximize each members' opportunity to learn and share throughout the retreat. Please submit your registration no later than **Monday, October 29.**

Attached is the Aspen Travel Expense Reimbursement Form for mileage, tolls or other incidentals you may incur which is due by December 21 to Antionette Miller at antionette.miller@aspeninst.org. Please note that reimbursements require receipts as explained on the attached form.

To complete your registration, please [CLICK HERE](#). Should you have any questions in regard to logistics, please contact Joan Lefebvre at joan.lefebvre@aspeninst.org or (978) 855-1699. For questions in regards to the content of the retreat, please contact Rachel Curtis at rachelecurtis@gmail.com.

We look forward to seeing you in November!

Best Regards,

Rachel, Ross, and the Aspen team



*Joan Lefebvre
Senior Program Manager
Aspen Education and Society Program
2300 N Street NW, Suite 700
Washington, DC 20037
P: 978-855-1699*

Aspen Superintendents Meeting
November 29-30, 2018 - Tulsa, Oklahoma

Theme: *Putting Students, Schools, and Equity at the Center*

Meeting Objectives

- Explore what influences a system strategy and theory of action, including managing the tension between choice and school autonomy, and ensuring a foundational level of quality system wide – and the related equity considerations.
- Explore the dilemmas of trying to organize the teaching and learning team and the office of schools in service of schools and how superintendents can steer this work for maximum success.
- Explore new research on the power of student engagement, and consider how student voice - one strategy for engagement – can be raised and leveraged, with an eye to ensuring equity of voice, to inform system decision making.

THURSDAY, NOVEMBER 29 🌿

Breakfast (9:00-10:00)

I. Welcome and Introductions

II. Improvement Strategy, Organizational Capacity, Local Context and the Pursuit of Equity

The strategies and theories of action that superintendents choose to guide systemic improvement and ensure equity are informed by many contextual considerations. This session will dig deeply into one system's work – San Antonio and its school choice effort – as a case study to explore how context, and particularly organizational capacity and the community context inform the strategy. As part of this inquiry we will explore: the tension of school autonomy and ensuring a foundational level of quality system wide; the equity considerations embedded in a strategy and theory of action; the inevitable tradeoffs involved in committing to a specific strategy, and the pacing, sequencing, and evolution of a strategy over time.

Lunch (1:00-2:00)

III. School Performance Framework: What's Most Important to Measure?

In this session, which is a follow up to the morning session, Pedro Martinez will share a draft of the School Performance Framework that the San Antonio Independent School District has developed. He is asking his colleagues for feedback on both the measures and weights and also his early thinking about the autonomies schools can earn through strong ratings and the consequences of consistent weak performance.

IV. The Relationship Between the Teaching and Learning and School Supervision and How It Impacts Schools

School systems are working hard to focus on schools as the unit of improvement and redefine the roles and organization of the central office (specifically, the office of teaching and learning and the office of schools) in service of supporting schools. Through a series of critical friends visits and meetings of the chief academic officers and chiefs of schools in the network, the Aspen Institute has identified a set of patterns and themes about how this issue of reorienting the central office in

service of schools and the collaboration that it requires between teaching and learning and school supervision commonly manifests itself.

This session will begin with the Aspen Institute sharing some reflections from its recent experiences. The reflection will provide a springboard for a conversation about how these issues manifest in the systems represented in the network, the technical and adaptive nature of them, superintendents' thoughts about their root causes, and strategies to address them.

Adjourn (5:00)

V. Learning About the 1921 Tulsa Race Massacre (6:00)

Dinner (7:30)

FRIDAY, NOVEMBER 30

Breakfast (7:00-8:00)

I. Honoring Student Voice and Using It to Drive Social, Emotional, and Academic Development Efforts

In this session we will consider the research behind TNTP's *The Opportunity Myth* that makes it clear that student engagement accounts for more variance in student achievement than either the rigor of assignments or the quality of instruction. Because ensuring student voice, with a particular focus on equity of voice, is a critical contributor to engagement, this session will explore the different ways school systems are trying to raise student voice about their experience of school and classroom climate, engagement, and learning and use it to inform system's work.

We will start our inquiry exploring how the systems represented in network survey students about their experiences in classrooms and their schools, and school climate more generally. Learning about the surveying systems do, who owns the data, how it is reported and to whom, and specific examples of how systems have used the data to drive practice and policy will provide a starting point for a broader conversation about other ways to bring student voice to the table and the complexities of ensuring equity of voice for all students.

II. Consultations to Colleagues

In this session several superintendents will present problems of practice to their colleagues for thought partnership.

Lunch (12:15-1:00)

III. Synthesizing Learning and Making Commitments

In this final session, superintendents will have the opportunity to synthesize their learning from the retreat, and develop commitments for sharing the learning and resources with colleagues back in their systems and applying their learning to their work.