

Henderson Middle School Foundation
Electronic vote on funding request, May 4, 2018

We have been asked to approve \$121.48 to cover the cost of lodging for Brian Hoffner - the LEAD Reviewer from AdvancED.

There is a discrepancy between what the district is covering and his actual travel plans that wasn't apparent before. Given that the travel is in two days, urgent resolution is needed.

Background from Dr. Jackson:

The AdvancED STEM Certification Review Team will be here on Monday & Tuesday, May 7th and 8th. The district has agreed to cover 2 (Sunday & Monday) nights lodging for one of our reviewers who is flying in from Arizona.

I have learned that his flight is scheduled to come in on Saturday afternoon- which will require him to need lodging on Saturday (May 5th as well).

His reservation is for Courtyard Atlanta Northlake. I went to speak to a manager to inquire about the price of securing the same room for one night. I was originally given a quote of \$150! Once I explained my situation, she offered me a price of \$104.00 (\$17.48 tax).

I am respectfully requesting reimbursement in the amount of \$121.48 to cover the cost of lodging for Brian Hoffner - our LEAD Reviewer from AdvancED.

Responses: Unanimous approval, one abstention, vote completed May 4, 2018