



Pacifica School District

375 Reina Del Mar Avenue ★ Pacifica, California ★ 94044
(650) 738-6600 ★ (650) 557-9672 (fax)

Preparing Students for an Evolving World

www.pacificasd.org

MEMORANDUM

Educational Support Services

Board of Trustees

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District Administration

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Superintendent
Ray S. Avila, Ed.D.
Associate Superintendent
Integrated Services/HR
Josephine Peterson
Chief Business Official
Tina Van Raaphorst
Executive Director, Educational
Support Services

Meeting of: 4/20/16

TO: Wendy S. Tukloff, Ed.D., Superintendent
For Board of Trustees

FROM: Tina VanRaaphorst, Executive Director, Educational Support Services

SUBJECT: **OUT OF STATE TRAVEL FOR EMPLOYEES**

Recommendation:

It is recommended that the Board approve the following out of state travel for the noted employee(s):

<u>Employee</u>	<u>Site</u>	<u>Destination</u>	<u>Dates</u>
Debbie Skiles	Ortega	Teacher's College, New York	06/27/16-07/01/16
Karen Gnusti (on waitlist)	Ocean Shore	Teacher's College, New York	08/01/16-08/05/16
Tom Stafford (on waitlist)	Cabrillo	Teacher's College, New York	06/27/16-07/01/16
Ellie Cundiff	Sunset Ridge	Teacher's College, New York	06/27/16-07/01/16
Monica Lobao	Vallemar	Teacher's College, New York	06/27/16-07/01/16
Dan Lyttle	IBL	Teacher's College, New York	08/01/16-08/05/16
Katherine Milhalov (on waitlist)	DO	Teacher's College, New York	06/27/16-07/01/16