

Jordan School District  
Local Conference Request Form (Elementary)  
2022-23

I will attend the conference indicated below:

- UAESP Mid-Winter Conference, St. George                      February 15-17, 2023
- UAESP Summer Conference, Midway                                      June 12-14, 2023
- I will not be attending a conference this year.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Participant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

**Please return this form to Nadine Page  
(Associate Superintendent's Office – DO)  
by September 1, 2022**

**Thank you!**

- Local Conference participants receive a stipend of \$800 for UAESP Winter Conference expenses. You are responsible to register and pay for all costs associated with the conference. This stipend is intended to cover registration, hotel, mileage, and daily per diems. **No school money (including the use of the school p-card) can be used to supplement or pay any costs related to this travel including mileage.**
- UAESP Summer Conference registrations will now be paid by the employee and then reimbursed by sending the receipt to Nadine Page for reimbursement. To be reimbursed for travel, record mileage for this conference as part of your regular monthly mileage report.