

# **AUTHORIZATION FOR REIMBURSEMENT OF PAY OF SUBSTITUTES FOR CERTIFICATED OR CLASSIFIED EMPLOYEES SERVING ON OSPI COMMITTEE APPOINTMENTS**

Substitute cost reimbursement may be made in conformance with RCW 28A.300.035, which states in part: "If the Office of Superintendent of Public Instruction or the State Board of Education...request the service of any certificated or classified employee of a school district upon any committee formed for the purpose of furthering education within the state, or within any school district therein, and such service would result in a need for a school district to employ a substitute for such certificated or classified employee during such service..."

This form is to be completed, signed by the requesting staff member and the Service Unit Administrator/Designee and all copies forwarded to the Assistant Superintendent, School Business Services, for approval. The original will then be submitted to the Fiscal Office and one copy returned to the service unit.

SERVICE UNIT <b>Prof. Educator Snds. Board</b>		SECTION/PROGRAM		MEETING DATE(S)		LOCATION	
ORG INDEX <b>1218</b>	PROG INDEX <b>21A07</b>	FUND <b>001</b>	APPN INDEX <b>252</b>	PROJ	SUB PROJ	PROJ PHASE	
PURPOSE OF MEETING <b>The Evergreen State College - PEAB Meeting -May 22, 2015</b>							
<b>SCHOOL DISTRICT IN ALPHA ORDER</b>			<b>NUMBER OF PARTICIPANTS</b>	<b>FISCAL USE ONLY</b>			
CLOVER PARK - E. Bradshaw			1				
OLYMPIA- A. Zieske			1				
PUYALLUP - Denman			1				
NOVA SCHOOL - J. Hubbard			1				
TENINO- F. Mann			1				
OLYMPIA - D. McCartan			2				
ROCHESTER - M. Ishler			1				
TACOMA - A. Antonio			1				
TUMWATER - K. Marciochi			1				
OLYMPIA -J. O'Halloran							

REQUESTED BY: Stefanie Cady on behalf of Loren Petty  
STAFF MEMBER

SECTION DIRECTOR: \_\_\_\_\_

DIRECTOR OF BUDGET AND FISCAL SERVICES

\_\_\_\_\_  
APPROVED BY

\_\_\_\_\_  
DATE