

LOS ANGELES UNIFIED SCHOOL DISTRICT  
ESC North

CONFERENCE ATTENDANCE JUSTIFICATION FORM

School: \_\_\_\_\_ Principal: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Subject/Grade: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Please attach a copy of the Request for Conference, Convention, or Meeting Attendance form.

1. How is the conference connected to the school's professional development plan (Single School Plan/Data)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The conference will address the following State Content Standards:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. How does the employee plan to share what he/she learned at the conference with other educators at your school?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The attendee: \_\_\_\_\_, title \_\_\_\_\_,

will share what he/she learned at the conference with other educators at our school on the following date(s):

\_\_\_\_\_  
\_\_\_\_\_

Required Signatures

\_\_\_\_\_  
Conference Attendee

\_\_\_\_\_  
Conference Attendee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal