WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: NATALIE FINK
BUILDING: THOMAS JEFFERSON HS
MEETING TITLE: CARING TEAM SUMMIT
ADDRESS OF MEETING: 620 STANWIX ST., PGH PA 15222
SUB NEEDED: Yes X ; No ___
Date(s) Sub Needed: SEPTEMBER 23 2026
Date of Departure: SEPTEMBER 23 2026
Date of Return: SEPTEMBER 23 2026

ESTIMATED COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Refund any PO) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Refund any PO) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:					**TOTAL ACTUAL COST:**				
Employee Signature:					Employee Signature:				
Date:					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? PARTICIPATION CHILDREN GRIEF AWARENESS ACTIVITIES
2. How will you share what you have gained with other colleagues? COLLABORATION W/ MICHELLE CANDER

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved	☐ Denied	**Principal/Supervisor:**	9/21/26		
☑ Approved	☐ Denied	**Assistant Superintendent**	9/23/26	—	
☐ Approved	☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**					

RECEIVED
SEP 22 2026

Michelle Lander <mlander@wjhsd.net>

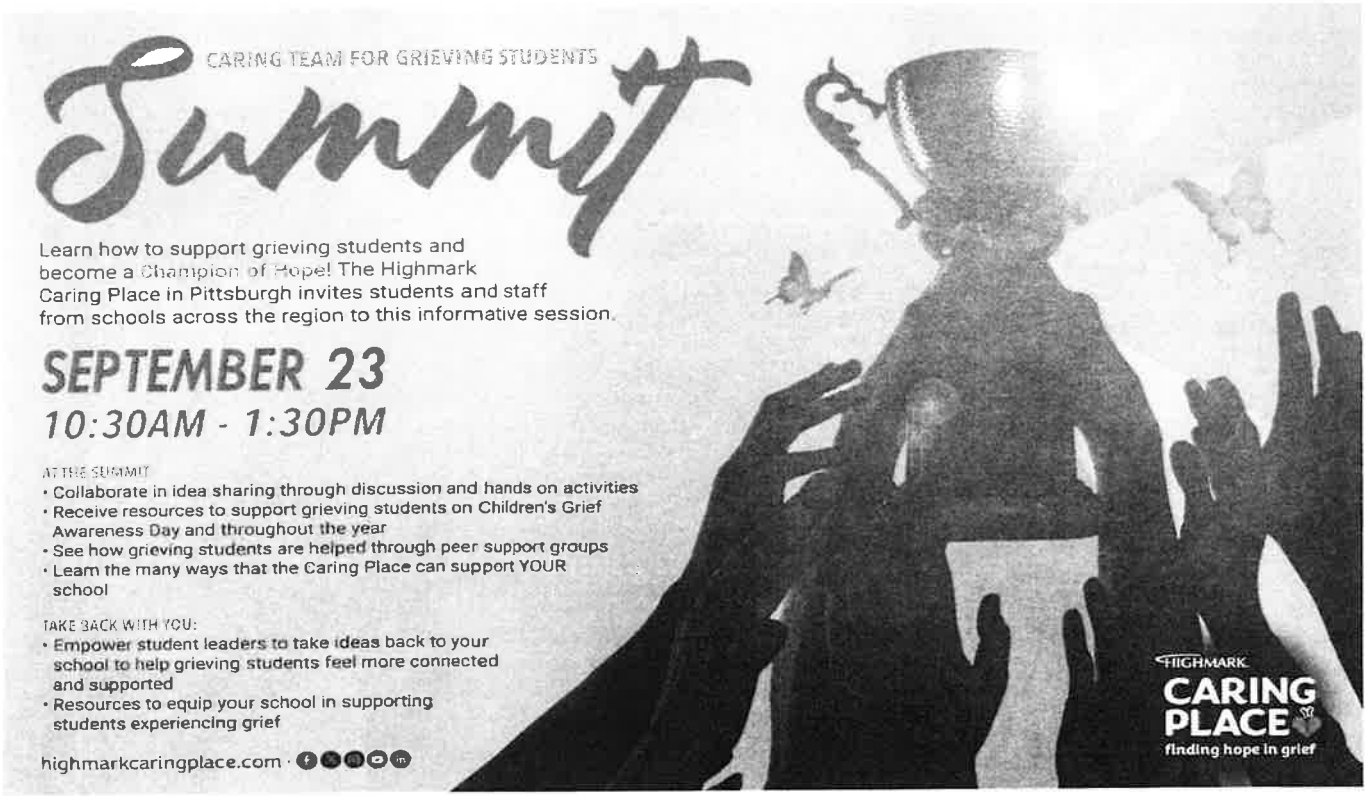
RSVP for the 2026 Caring Team Summit!

Lewis, Eric Kimbrue (He/Him) (Caring Foundation) <Eric.Lewis@highmark.com> Mon, Aug 24, 2026 at 1:52 PM
To: "Lewis, Eric Kimbrue (He/Him) (Caring Foundation)" <Eric.Lewis@highmark.com>

Hello Caring Team Schools,

You're officially invited to the ***2026 Caring Team for Grieving Students Summit***! The Summit will take place on **Wednesday, September 23rd** at the Caring Place in downtown Pittsburgh from **10:30am-1:30pm.**

This year's event will focus on exploring creative ways to engage school staff and student leaders. We highly recommend bringing students, as the Summit is designed as a student engagement event.



The Summit will take place on Wednesday, September 23rd from 10:30 a.m. to 1:30 p.m. It will be held at our site downtown located at 620 Stanwix Street, Pittsburgh, PA 15222. Lunch and snacks will be provided. Although not required, we encourage you to wear something BLUE!

This Summit is for school staff and student leaders. We invite two staff members and two student representatives from each school to join us as we kick off a new year of Caring Team initiatives, including plans for Children's Grief Awareness Day (CGAD) on Thursday, November 19th. This year's theme is *"Champions of Hope"*.

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Sydney Liu | BUILDING: Gill Hall

MEETING TITLE: PATTAN Training | ADDRESS OF MEETING: 3190 William Pitt Way Pittsburgh, PA

SUB NEEDED: Yes X ; No ___ | Date(s) Sub Needed: 09/28/26, 09/29/2026, 09/30/2026

Date of Departure: 09/28/2026 | Date of Return: 09/30/2026

ESTIMATED COSTS		ACTUAL COSTS	
Mileage: 162 mi. x $ 0.725 =	$117.45	Mileage: 162 mi. x $ 0.725 =	$117.45
Bus, train, plane, taxi	$0	Bus, train, plane, taxi	$0
Lodging	$0	Lodging	$0
Mtg. Dues/Fees (Ref. any PO#)	$0	Mtg. Dues/Fees (Ref. any PO#)	$0
Parking	$0	Parking	$0
Turnpike tolls	$0	Turnpike tolls	$0
Other expenses (explain below*)	N/A	Other expenses (explain below*)	N/A

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
09-28	$10	$15		$25
09-29	$10	$15		$25
09-30	$10	$15		$25
Total Meals: 6				
TOTAL ESTIMATED COST:				$75
Employee Signature: Sydney Liu				
Date: 09/25/2026				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
09-28	$0	$12.63		$12.63
09-29	$10	$15		$25
09-30	$0	$15		$15
Total Meals 6				
TOTAL ACTUAL COST:				$52.63
Employee Signature: Sydney Liu				
Date: 09/30/2026				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? This training will provide me with understanding that I can apply to my classroom curriculum and students' progress

2. How will you share what you have gained with other colleagues? I can use the knowledge gained in this training to inform paras of best practices and ensure classroom procedures and student learning is effective

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☒ Approved ☐ Denied	**Principal/Supervisor:**	09/25/26		
☒ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/2/26	F227331	
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				

Participant: Sydney Liu

+Title of the activity: Establishing Component Skills Through Evidence-Based Practices Training- PATTAN

+What was the most important idea you obtained from this training in-service/workshop?

This training gave valuable insights into how to use research-based practices to shape student behavior and promote student success. Specific strategies taught in this teaching will be used in my classroom to promote student growth and effectively teach the VB MAPP curriculum. This training also helped give insights into how to support students to advocate for themselves, request things, and perform life skills.

+What individual/personal/professional growth experience resulted from your attending this session?

This experience helped me to feel much better prepared to implement the VB MAPP curriculum with fidelity and promote student growth by giving me a thorough understanding of assessment, intensive learning sessions, data collection, and data reading. This learning will help me to train paras who work in my classroom and ensure our practices are consistent and clear.

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Jenn Hrvatin BUILDING: Gill Hall

MEETING TITLE: SEL Learning: Tools, Strategies, + Systems ADDRESS OF MEETING: 475 E. Waterfront Drive

SUB NEEDED: Yes X; No ___ Date(s) Sub Needed: 9/30, 10/27, 11/9

Date of Departure: Date of Return:

ESTIMATED COSTS

Mileage: 20 mi. x $ 0.67 = $40.20

Bus, train, plane, taxi x 3 days

Lodging

Mtg. Dues/Fees (Ref. any PO#)

Parking

Turnpike tolls

Other expenses (explain below*)

ACTUAL COSTS

Mileage: ___ mi. x $ 0.67 =

Bus, train, plane, taxi

Lodging

Mtg. Dues/Fees (Ref. any PO#)

Parking

Turnpike tolls

Other expenses (explain below*)

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
9-30-26		15.00		15					
10-27-26		15.00		15					
11-9-26		15.00		15					
Total Meals:				$45.00	Total Meals				
TOTAL ESTIMATED COST:				$85.20	**TOTAL ACTUAL COST:**				
Employee Signature:					Employee Signature:				
Date: 9-21-26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? This course will help me understand and support young students as they learn to identify, express, + manage emotions.
2. How will you share what you have gained with other colleagues? I can share at a grade-level meeting and/or a digital presentation

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:**	9-21-26		
☑ Approved	☐ Denied	**Assistant Superintendent**	9/23	F227331	
☐ Approved	☐ Denied	**Director of Finance:**			
***Comments:**					

« All Events

This event has passed.

Social and Emotional Learning: Tools, Strategies, and Systems for Impact

September 30 @ 8:30 am - 3:30 pm

Please join the Allegheny Intermediate Unit's Training and Consultation team for this IN-PERSON training series.

In this training session, participants will learn how to cultivate a supportive learning environment through Social Emotional Learning (SEL). Participants will explore strategies to empower students by developing agency, fostering a sense of belonging, forging meaningful connections, and promoting equity within educational settings. Participants will gain practical insights and resources to effectively integrate SEL practices into daily classroom routines, enhancing both academic achievement and overall well-being. The last day of the training series will be focused on supporting the adult nervous system.

Session 1 – September 30, 2026

In this first of three sessions, participants will explore the definition of Social and Emotional Learning through an equity and trauma-informed lens. Participants will engage in discussions and activities designed to deepen their understanding and application of SEL strategies that promote agency, belonging, and connection among

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Amber Pearson | BUILDING: Gill Hall Elementary

MEETING TITLE: Developing Fluency with Addition and Subtraction | ADDRESS OF MEETING: AIU Waterfront Drive, Homestead, PA

SUB NEEDED: Yes X; No ___ | Date(s) Sub Needed: 10/16/26, 11/20/26, 1/8/27

Date of Departure: Single day meetings | Date of Return: Return the day after each meeting

ESTIMATED COSTS

Mileage: 60 mi. x $ 0.725 = $43.50 (20 miles each trip)
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $ 0.725 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				
TOTAL ESTIMATED COST:				$0
Employee Signature:				
Date:				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will use the information I learn to help improve the automaticity with my first grade students. I will also share the information with other first grade math teachers.
2. How will you share what you have gained with other colleagues? I will share this information during our collaboration time at school.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☒ Approved ☐ Denied	**Principal/Supervisor:**	9-25-26		
☑ Approved ☐ Denied	**Assistant Superintendent**	9/29/26	F-22733 1	
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				

Participant: _____

+Title of the activity: _____

+What was the most important idea you obtained from this training in-service/workshop?

_____

_____

_____

_____

_____

+What individual/personal/professional growth experience resulted from your attending this session?

_____

_____

_____

_____

_____

MATH & SCIENCE COLLABORATIVE

Building the Pillars of STEM

Developing Fluency with Addition and Subtraction

AIU Math & Science Collaborative

I'm Interested Share Event + Add to Calendar



View PDF (Free)

PDF Sprint Open >

Date & Location

Fri, 16 Oct 2026 • 8:30 AM to Fri, 8 Jan 2027 • 3:00 PM (GMT-04:00)

Add to Calendar

Allegheny Intermediate Unit, East Waterfront Drive, USA

475 East Waterfront Drive, Homestead, United States

View on map

About the event

Duration
6 hours 30 minutes

Location
Allegheny Intermediate Unit, East Waterfront Drive, Homestead, PA, USA

Language
English

Developing Fluency with Addition and Subtraction

Come engage in meaningful ways to develop students' fluency with addition and subtraction.

About this Event

According to NCTM's position paper on procedural fluency, "procedural fluency is the ability to

Register for
Free

Get Tickets

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ChatGPT Google AI

Host Details

AIU Math & Science...

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WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

RECEIVED
SEP 30 2026
BY:

NAME: Michael Fratangelo BUILDING: PHMS

MEETING TITLE: Project Zero One Day Conference ADDRESS OF MEETING: Mascuntad & Allegheny Square East

SUB NEEDED: Yes ___; No ✓ Date(s) Sub Needed: N/A

Date of Departure: 10/12/26 In-Service Day Date of Return: 10/13/26

ESTIMATED COSTS

Mileage: 18 mi. X .585 = 10.53

Bus, train, plane, taxi ___

Lodging ___

Mtg. Dues/Fees (Ref. any PO#) ~~$161.90~~

Parking $20

Turnpike tolls ___

Other expenses (explain below*) ___

Meals: (estimated cost)

* Cost is covered by Agency By Design

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				
TOTAL ESTIMATED COST:				$30.53
Employee Signature: M. Fratangelo				
Date: 9/29/26				

ACTUAL COSTS

Mileage: ___ mi. x $.585 = ___

Bus, train, plane, taxi ___

Lodging ___

Mtg. Dues/Fees (Ref. any PO#) ___

Parking ___

Turnpike tolls ___

Other expenses (explain below*) ___

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? In Classroom Teaching.
2. How will you share what you have gained with other colleagues? Department Meetings.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:**	9/29/26		
☑ Approved	☐ Denied	**Assistant Superintendent**	Date: 10/1/26	F227331	
☐ Approved	☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**					

project zero

Learning and Thinking That Make a Difference

A ONE-DAY CONFERENCE IN PITTSBURGH

October 12, 2026



WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Michelle Gardiner BUILDING: Gill Hall

MEETING TITLE: Ready Set Regulate ADDRESS OF MEETING: AIU3

SUB NEEDED: Yes ✓; No ___ Date(s) Sub Needed: 10/15/26

Date of Departure: 10/15/26 Date of Return: 10/15/26

ESTIMATED COSTS

Mileage: 10 mi.	x $ 0.67 =	$6.70
Bus, train, plane, taxi		0
Lodging		0
Mtg. Dues/Fees (Ref. any PO#)		0
Parking		0
Turnpike tolls		0
Other expenses (explain below*)		

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.67 =	
Bus, train, plane, taxi		
Lodging		
Mtg. Dues/Fees (Ref. any PO#)		
Parking		
Turnpike tolls		
Other expenses (explain below*)		

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
10/15		$15.00		$15.00
Total Meals:				$15.00
TOTAL ESTIMATED COST:				$15.00
Employee Signature: Michelle Gardiner				
Date: 9/28/26				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will learn strategies to help promote regulation, engagement, and positive student behavior.
2. How will you share what you have gained with other colleagues? When returning I will bring back info to share in a group discussion

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.

Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:**	9-28-26		
✓ Approved	☐ Denied	**Assistant Superintendent**	Date: 10/2/26	F227371	
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Laura Gilchrist
BUILDING: JHIS

MEETING TITLE: Ready, Set, Regulate!
ADDRESS OF MEETING: All Building; 475 E. Waterfront Dr., Homestead, PA 15120

SUB NEEDED: Yes ✓ No ___
Date(s) Sub Needed: 10/15/26

Date of Departure: one-day training → 10/15/26
Date of Return:

ESTIMATED COSTS

Mileage: 8 mi. x $ 0.70 = $ 5.60
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)
Meals: (estimated cost) I'll pack
Meals: (actual cost)

ACTUAL COSTS

Mileage: ___ mi. x $ 0.70 =
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				0	Total Meals				
TOTAL ESTIMATED COST:				$ 5.60	TOTAL ACTUAL COST:				
Employee Signature: Laura Gilchrist					Employee Signature:				
Date: 9/22/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I know I've had dysregulated students in class, and I want to know how to better support them and prevent learning loss for the other kids
2. How will you share what you have gained with other colleagues? I'd be willing to invite my colleagues to an 8AM chat in my room to share.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.
Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
✓ Approved	☐ Denied	**Principal/Supervisor:** Melissa McCoy			
✓ Approved	☐ Denied	**Assistant Superintendent**	Date: 9/28/26	F227331	
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

RECEIVED
SEP 24 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Jessica Zarlino
BUILDING: Gill Hall
MEETING TITLE: Ready Set Regulate
ADDRESS OF MEETING: AIU3
SUB NEEDED: Yes ✓; No ___
Date(s) Sub Needed: 10/15/26
Date of Departure: 10/15/26
Date of Return: 10/15/26

ESTIMATED COSTS

Mileage: 10 mi.	x $ 0.67 =	$6.70
Bus, train, plane, taxi		Ø
Lodging		Ø
Mtg. Dues/Fees (Ref. any PO#)		Ø
Parking		Ø
Turnpike tolls		Ø
Other expenses (explain below*)		Ø

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.67 =	
Bus, train, plane, taxi		
Lodging		
Mtg. Dues/Fees (Ref. any PO#)		
Parking		
Turnpike tolls		
Other expenses (explain below*)		

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
10/15		$15.00		$15.00					
Total Meals:				$15.00	Total Meals				
TOTAL ESTIMATED COST:				$15.00	**TOTAL ACTUAL COST:**				
Employee Signature: Jessica Zarlino					Employee Signature:				
Date: 9/28/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will learn strategies to help promote regulation, engagement, and positive behavior.
2. How will you share what you have gained with other colleagues? When returning I will bring back info. to share in a group discussion.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.
Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	Principal/Supervisor:	9-29-26		
☑ Approved	☐ Denied	Assistant Superintendent	10/2/26	F221336	
☐ Approved	☐ Denied	Director of Finance:	Date:		
*Comments:					

smore Share Accessibility 172

Ready, Set, Regulate!

Please join the Allegheny Intermediate Unit's Training & Consultation Team for this IN-PERSON training.

Many students today experience challenges with regulation that impact behavior, learning, and social participation. Teachers will learn how to identify sensory and emotional regulation needs, understand the impact of dysregulation on student functioning, and implement classroom strategies that promote regulation, engagement, and positive behavior.

Participant Information

Target Audience: General education teachers, special education teachers, interventionists & coaches, school counselors, social workers, building principals, and special education liaisons

Act 48 Hours: 5.5 Act 48 hours will be awarded after the training

Cost: There is no cost to attend this training

Registration Priority: Educators who work for LEAs in the AIU3 region will have priority registration

Registration / Session Information

Date: October 15, 2026
Time: 8:30am-3:30pm

Location: IMS Room, AIU 475 East Waterfront Drive, Homestead, PA 15120

Register for Ready, Set, Regulate

Registration Deadline: 10/8/2026

Contact Information

Registration Questions:
Karen Duncan, *Administrative Support*
karen.duncan@iau3.net

Training Content Questions:
Marisa Esposto, *Training and Consultation Coordinator*
marisa.esposto@aiu3.net

Reasonable efforts will be made to accommodate individuals who have special needs as addressed by the Americans with Disabilities Act and who need assistance at this event.

Amanda Zimmer

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BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Taylor Kanaskie
BUILDING: JHIS
MEETING TITLE: ACT 458 Workshop - Dys-De-Mystified understanding Dyslexia, Dysgraphia and Dyscalculia
ADDRESS OF MEETING: AIU
SUB NEEDED: Yes ✓ ; No ___
Date(s) Sub Needed: Oct. 27, 2026
Date of Departure: Oct. 27, 2026
Date of Return: Oct. 27, 2026

ESTIMATED COSTS		ACTUAL COSTS	
Mileage: 22 mi. x $ 0.725	$15.95	Mileage: _____ mi. x $ 0.725 =	
Bus, train, plane, taxi		Bus, train, plane, taxi	
Lodging		Lodging	
Mtg. Dues/Fees (Ref. any PO#)		Mtg. Dues/Fees (Ref. any PO#)	
Parking		Parking	
Turnpike tolls		Turnpike tolls	
Other expenses (explain below*)		Other expenses (explain below*)	

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
10/27		$12.00							
Total Meals:				$12.00	Total Meals				
TOTAL ESTIMATED COST:				$27.95	TOTAL ACTUAL COST:				
Employee Signature: Taylor Kanaskie					Employee Signature:				
Date: 9/24/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will use what I learn to support a student with Dyslexia in my ELA classroom.
2. How will you share what you have gained with other colleagues? I will offer an information session after completion.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☒ Approved ☐ Denied	Principal/Supervisor: Dr. Melissa McCoy	9-25-26		
☒ Approved ☐ Denied	Assistant Superintendent	Date: 9/28/26	F227331	
☐ Approved ☐ Denied	Director of Finance:	Date:		
*Comments:				

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Jill Sobkiewicz
BUILDING: Gill Hall
MEETING TITLE: Dys-De-Mystified Understanding Dyslexia
ADDRESS OF MEETING: 475 East Waterfront Dr. Homestead PA 15120
SUB NEEDED: Yes ✓ No ___
Date(s) Sub Needed: 10/27/26
Date of Departure: 10/27/26
Date of Return: 10/27/26

ESTIMATED COSTS

Mileage: 20 mi. x $0.725 = 14.50
Bus, train, plane, taxi: ___
Lodging: ___
Mtg. Dues/Fees (Ref. any PO#): ___
Parking: ___
Turnpike tolls: ___
Other expenses (explain below*): ___

ACTUAL COSTS

Mileage: ___ mi. x $0.725 = ___
Bus, train, plane, taxi: ___
Lodging: ___
Mtg. Dues/Fees (Ref. any PO#): ___
Parking: ___
Turnpike tolls: ___
Other expenses (explain below*): ___

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				
TOTAL ESTIMATED COST:				
Employee Signature:				
Date:				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? This course will help me to recognize the early signs of dyslexia & be able to provide support
2. How will you share what you have gained with other colleagues? I can share my findings with a Google Slide presentation to 1st grade colleagues.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.
Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	Principal/Supervisor:	10-2-26		
☑ Approved	☐ Denied	Assistant Superintendent	10/10/26	F227331	
☐ Approved	☐ Denied	Director of Finance:	Date:		
*Comments:					

smore Share Accessibility 178

Dys- De-Mystified

Understanding Dyslexia, Dysgraphia, & Dyscalculia

Please join the Allegheny Intermediate Unit's Training and Consultation team for this IN-PERSON training.

ALLEGHENY INTERMEDIATE UNIT

This session is intended as an introductory workshop to develop awareness of Dyslexia, Dysgraphia, and Dyscalculia. Participants will explore the characteristics of each condition and the related impacts on reading, writing, and mathematics. Time will be devoted to identifying myths and misconceptions and understanding the challenges experienced by students.

Participant Information

Target Audience: General education teachers, special education teachers, interventionists & coaches, paraeducators, reading specialist, school psychologists, and special education liaisons

Act 48 Hours: 5.5 Act 48 hours will be awarded at the end of this training

Cost: There is no cost to attend this training

Registration Priority: Educators who work for LEAs in the AIU3 region will have priority registration

---

Registration / Session Information

Date: October 27, 2026

Time: 8:30 AM - 3:30 PM
Location: Flexible Instruction Room, Allegheny Intermediate Unit, 475 East Waterfront Drive, Homestead, PA 15120

Register for Dys De-Mystified: Understanding Dyslexia, Dysgraphia, & Dyscalculia

Registration Deadline: 10/20/2026

Contact Information

Registration Questions:
Karen Duncan, *Administrative Support*
karen.duncan@aiu3.net

Training Content Questions:
Kate Stuckey, *Training and Consultation Coordinator*
katherine.stuckey@aui3.net

Reasonable efforts will be made to accommodate individuals who have special needs as addressed by the Americans with Disabilities Act and who need assistance at this event.

Amanda Zimmer

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BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Adam Gebhardt
BUILDING: JHIS

MEETING TITLE: Design to Make a Difference
ADDRESS OF MEETING: 4951 Centre Ave. Pittsburgh, PA 15213

SUB NEEDED: Yes X; No ___
Date(s) Sub Needed: 10/28/26

Date of Departure: 10/28/26
Date of Return: 10/29/26

ESTIMATED COSTS

Mileage: 27 mi. x $ 0.70 = 18.90
Bus, train, plane, taxi —
Lodging —
Mtg. Dues/Fees (Ref. any PO#) —
Parking —
Turnpike tolls —
Other expenses (explain below*) —

ACTUAL COSTS

Mileage: _____ mi. x $ 0.70 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:				18.90	TOTAL ACTUAL COST:				
Employee Signature:					Employee Signature:				
Date: 9/20/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? This training supports students participating in the Design to Make a Difference challenge.
2. How will you share what you have gained with other colleagues? I am willing to share anything applicable from this training with other leaders and promote the D2MD program in other buildings.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☑ Approved ☐ Denied	**Principal/Supervisor:** Dr. Melissa Mey			
☑ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/1/26	F 227,51	
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				



EXCITED TO BE CELEBRATING OUR 10TH YEAR!

Click Here to Register



Design to Make a Difference

2021 Winner of the Carnegie Science Award for Champion of STEM Equity

Celebrating the Pittsburgh Area's Maker-Ed programs

as students, literally, MAKE the world a better place.





How can your students change the world when they Design to Make a Difference?

RECEIVED
OCT 13 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Julie Shamitko
BUILDING: PHMS
MEETING TITLE: Steel Center Middle School Counselors meeting
ADDRESS OF MEETING: 565 N. Lewis Run Rd
SUB NEEDED: Yes X ; No ___
Date(s) Sub Needed: 10/29/26 - 1 PERIOD OF COVERAGE
Date of Departure: 10/29/26 7:45AM
Date of Return: 10/29/26 10:15am

ESTIMATED COSTS NA		ACTUAL COSTS NA	
Mileage: _____ mi.	X .585 = _____	Mileage: _____ mi.	x $.585 = _____
Bus, train, plane, taxi	_____	Bus, train, plane, taxi	_____
Lodging	_____	Lodging	_____
Mtg. Dues/Fees (Ref. any PO#)	_____	Mtg. Dues/Fees (Ref. any PO#)	_____
Parking	_____	Parking	_____
Turnpike tolls	_____	Turnpike tolls	_____
Other expenses (explain below*)	_____	Other expenses (explain below*)	_____

Meals: (estimated cost) **Meals: (actual cost)**

Date:	Breakfast:	Lunch:	Dinner:	Total NA	Date:	Breakfast:	Lunch:	Dinner:	Total NA
Total Meals:				NA	Total Meals				NA
TOTAL ESTIMATED COST:				NA	**TOTAL ACTUAL COST:**				NA
Employee Signature:					Employee Signature: Julie Shamitko				
Date:					Date: 10/8/26				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? coordinate ed program in careers course to include up to date Steel Center info - also scheduling 5th grade visits from SC staff
2. How will you share what you have gained with other colleagues? incorporate in class- effects all students will coordinate w/ administrators

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

☑ Approved ☐ Denied	**Principal/Supervisor:** Daniel D Lee	**Date:** 10/13/26	**Account Code:**	**Amount:**
☑ Approved ☐ Denied	**Assistant Superintendent** Elwise	**Date:** 10/14/26		
☐ Approved ☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**				

Julia Taylor <jtaylor@wjhsd.net>

Middle School/High School Fall Meeting @ Steel Center 10/29/26

Laura Montecalvo <lmontecalvo@steelcentertech.com> Thu, Oct 8, 2026 at 10:24 AM
To: "miklos.jennifer@bphawks.org" <miklos.jennifer@bphawks.org>, "Reynolds, Whitney" <Whitney.Reynolds@bb-sd.com>, "jthomas@bwschools.net" <jthomas@bwschools.net>, "rjohnson@bwschools.net" <rjohnson@bwschools.net>, dubinskyl@ccsdbears.org, "cscalfari@efsd.net" <cscalfari@efsd.net>, nbowers@efsd.net, "kroche@southallegheny.org" <kroche@southallegheny.org>, "nicole.angelo@sparksd.org" <nicole.angelo@sparksd.org>, "slarge@steelvalleysd.org" <slarge@steelvalleysd.org>, "jtaylor@wjhsd.net" <jtaylor@wjhsd.net>, Shannon Hinkle <shinkle@steelcentertech.com>, Lisa Lyon <lyonl@wmasd.org>, Jodie Lyons <lyonsj@wmasd.org>, Jaclyn Cortazzo <jaclyn.cortazzo@sparksd.org>

Hi everyone!

I hope you have all had a great start to the school year! I apologize that I did not send this out to you with more notice, but we would love to have all of you join us for a Middle School/High School Fall Counselors Meeting on Thursday October 29. Below is the invite, please let me know if you are able to attend, as we would like to try to schedule 8th grade presentations and discuss any other items regarding to our new presentation methods! Thank you!



Laura Montecalvo
School Counselor
Steel Center for CTE
412-469-3200 ext. 2518
About Us / About Us

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

RECEIVED
OCT 13 2026
BY

NAME: Julie Taylor
BUILDING: PHMS
MEETING TITLE: Steel Center Middle School Counselors meeting
ADDRESS OF MEETING: 565 N ~~Lewis Run~~ Rd
SUB NEEDED: Yes ___; No X
Date(s) Sub Needed: X
Date of Departure: 10/29/26 7:45AM
Date of Return: 10/29/26 10:15am

ESTIMATED COSTS NA		**ACTUAL COSTS** NA	
Mileage: _____ mi.	X .585 = _____	Mileage: _____ mi.	x $.585 = _____
Bus, train, plane, taxi	_____	Bus, train, plane, taxi	_____
Lodging	_____	Lodging	_____
Mtg. Dues/Fees (Ref. any PO#)	_____	Mtg. Dues/Fees (Ref. any PO#)	_____
Parking	_____	Parking	_____
Turnpike tolls	_____	Turnpike tolls	_____
Other expenses (explain below*)	_____	Other expenses (explain below*)	_____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
				NA					
Total Meals:				NA	Total Meals				
TOTAL ESTIMATED COST:					**TOTAL ACTUAL COST:**				
Employee Signature: Julie Taylor					Employee Signature:				
Date: 10/8/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? coordinate ed program in careers course to include up to date steel center info - also scheduling 8th grade visits from SC staff.
2. How will you share what you have gained with other colleagues? incorporate in class- effects all students will coordinate w/ administrators

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☒ Approved ☐ Denied	**Principal/Supervisor:** Daniel J Cessna	10/13/26		
☑ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/14/26		
☐ Approved ☐ Denied	**Director of Finance**	Date:		
***Comments:**				

Julia Taylor <jtaylor@wjhsd.net>

Middle School/High School Fall Meeting @ Steel Center 10/29/26

Laura Montecalvo <lmontecalvo@steelcentertech.com> Thu, Oct 8, 2026 at 10:24 AM
To: "miklos.jennifer@bphawks.org" <miklos.jennifer@bphawks.org>, "Reynolds, Whitney" <Whitney.Reynolds@bb-sd.com>, "jthomas@bwschools.net" <jthomas@bwschools.net>, "rjohnson@bwschools.net" <rjohnson@bwschools.net>, dubinskyl@ccsdbears.org, "cscalfari@efsd.net" <cscalfari@efsd.net>, nbowers@efsd.net, "kroche@southallegheny.org" <kroche@southallegheny.org>, "nicole.angelo@sparksd.org" <nicole.angelo@sparksd.org>, "slarge@steelvalleysd.org" <slarge@steelvalleysd.org>, "jtaylor@wjhsd.net" <jtaylor@wjhsd.net>, Shannon Hinkle <shinkle@steelcentertech.com>, Lisa Lyon <lyonl@wmasd.org>, Jodie Lyons <lyonsj@wmasd.org>, Jaclyn Cortazzo <jaclyn.cortazzo@sparksd.org>

Hi everyone!

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Laura Montecalvo
School Counselor
Steel Center for CTE
412-469-3200 ext. 2518
About Us / About Us

RECEIVED
OCT 0 2 2026
BY: Gill Hall

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Stephanie Shosky
BUILDING: JHS/McClellan
MEETING TITLE: SNAG
ADDRESS ~~OF~~ MEETING: Panera Bread (Gallena)
SUB NEEDED: Yes ___; No ✓
Date(s) Sub Needed:

Date of Departure: Wednesday, November 4, 2026
Date of Return: Thursday, November 5, 2026

ESTIMATED COSTS

Mileage: 7.5 mi. x $ 0.70 = 5.25
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

ACTUAL COSTS

Mileage: _____ mi. x $ 0.70 =
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:				5.25	**TOTAL ACTUAL COST:**				
Employee Signature: Stephanie Shosky					Employee Signature:				
Date: 10/2/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? Discuss ideas, competitions, plan for future competitions. Share resources with each other.
2. How will you share what you have gained with other colleagues? _____

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
✓ Approved ☐ Denied	**Principal/Supervisor:** Melissa McCoy	10-2-26		
✓ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/5/26	F-229331	
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

RECEIVED
OCT 02 2026
BY:

NAME: Dan Hrvatin BUILDING: PHMS

MEETING TITLE: Executive Power & The Const. ADDRESS OF MEETING: AIU

SUB NEEDED: Yes X ; No ___ Date(s) Sub Needed: 11/5/26

Date of Departure: Date of Return:

ESTIMATED COSTS

Mileage: _____ mi. X .585 = ~~_____~~

Bus, train, plane, taxi ~~_____~~

Lodging ~~_____~~

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) Sub cost _____

ACTUAL COSTS

Mileage: _____ mi. x $.585 = _____

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:					**TOTAL ACTUAL COST:**				
Employee Signature:					Employee Signature:				
Date:					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? Increase use of primary docs in class
2. How will you share what you have gained with other colleagues? Dept. Meetings

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
X Approved	☐ Denied	**Principal/Supervisor:** David P. Lee	10/1/26		
✓ Approved	☐ Denied	**Assistant Superintendent**	**Date:** 10/5/26		
☐ Approved	☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**					

District

TEACHING AMERICAN HISTORY

One Day Teacher Seminar Agenda

Executive Power and the Constitution

Discussion Leader: Jason Jividen
Saint Vincent College

Hosted By:

Allegheny Intermediate Unit – IU3
Rogers Room
475 East Waterfront Dr.
Homestead, PA 15120

Description:

Explore the constitutional powers, legal authority and evolution of the 'soft power' of the president from the Founding through the Progressive Era. Participants will read and discuss documents that help explain how the Founders tried to translate the ideals of the Revolution into a form and system of government that would empower, yet restrain the Executive, as well as how interpretations of those powers have changed over time, especially in the face of crisis.

This program will be conducted as a Socratic discussion, utilizing primary source documents as the only readings, and with the Discussion Leader facilitating the conversation, instead of lecturing or presenting. Registrants, therefore, are highly encouraged to read all the documents in advance and come ready with questions. All attendees will receive a Letter of Attendance at the end of the seminar.

November 5, 2026

8:30 – 8:55 AM
Registration

8:55 – 9:00AM
Welcome and Introduction

9:00 – 10:30 AM
Session I
The Independent, Energetic National Executive

10:30 – 10:45 AM
Break

10:45 –12:15 PM
Session II
The President, Separation of Powers and Foreign Affairs

12:15 – 12:45 PM
Sandwiches Provided

12:45 – 2:15 PM
Session III
The "Presidential Mandate", "Leadership" and "Rhetorical President"

2:15 PM
Conclusion
TAH.org Resources

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Dustin Guidash BUILDING: Jefferson 75 Champ DI

MEETING TITLE: Shape PA State convention ADDRESS OF MEETING: Spooky Nook Sports, Manheim, PA

SUB NEEDED: Yes ✓; No ___ Date(s) Sub Needed: 11/12, 11/13

Date of Departure: Evening of 11/11 Date of Return: evening of 11/13

ESTIMATED COSTS

Mileage: 446 mi.	x $ 0.725 =	323.35
Bus, train, plane, taxi		–
Lodging		300
Mtg. Dues/Fees (Ref. any PO#)		275
Parking		–
Turnpike tolls		50
Other expenses (explain below*)		–

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.725 =	_____
Bus, train, plane, taxi		_____
Lodging		_____
Mtg. Dues/Fees (Ref. any PO#)		_____
Parking		_____
Turnpike tolls		_____
Other expenses (explain below*)		_____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				–
TOTAL ESTIMATED COST:				$948.35
Employee Signature:				
Date: 8/11/26				

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? To our warm-ups, main lessons and cool-downs

2. How will you share what you have gained with other colleagues? email, in-service dept meetings, MTO presentations, conversations

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

☑ Approved ☐ Denied **Principal/Supervisor:**	**Date:**	**Account Code:**	**Amount:**
☑ Approved ☐ Denied **Assistant Superintendent**	**Date:** 9/2/26	F227331	
☐ Approved ☐ Denied **Director of Finance:**	**Date:**		
***Comments:**			



2026 SHAPE PA STATE CONFERENCE

A familiar venue. A brand-new experience.

Join us November 12–13, 2026, as SHAPE PA returns to Spooky Nook Sports for our **105th Annual State Conference!** This year, you'll enjoy a redesigned conference layout that offers more privacy, improved learning environments, and all the energy, inspiration, and networking you've come to expect from SHAPE PA.

Don't miss Pennsylvania's premier Health and Physical Education event. Scroll to the bottom of the page to register today!



To take advantage of member pricing, renew your membership OR sign up to become a member today.

Please note: Members will have to sign-in to their account to receive the member discount. If you've never signed into your account before or forgot your password, please use the "request password" option. A temporary password will be emailed to you. You will be able to change that password once you are signed into your account. If you have any issues, please contact us at info@shape-pa.org

SCHEDULE

- Our tentative schedule at a glance can be viewed on our conference page, but the official conference schedule with sessions is expected to be released by September 1st, 2026

EARLY BIRD DISCOUNT AVAILABLE!

Use discount code **EB50** to receive **$50 off** your registration.

Valid: August 1–August 31, 2026

The Early Bird rate is **not applied automatically**. Be sure to enter the discount code at checkout (near the bottom of the page) for the discounted rate to appear on your registration.

ADVANCED DISCOUNT AVAILABLE!

Use discount code **ADV25** to receive **$25 off** your registration.

Valid: September 1–September 30, 2026

The Advanced rate is **not applied automatically**. Be sure to enter the discount code at checkout (near the bottom of the page) for the discounted rate to appear on your registration.

Please Note: Discount codes are valid for **professional registrations only** and **cannot be combined with any other discount offers.**

HOTEL INFORMATION



Warehouse Hotel at the Nook ($144 per night) – *Attached to the Nook.*
To book a room, click here or call **855-618-6181**. Please **use code 16254**

CONFERENCE T-SHIRT- (ADD-ON TO REGISTRATION FEE)

- Grab your official 2026 SHAPE PA Conference shirt—on sale now! Purchase here or add-on to your conference registration. Shirts are just **$15**, with extended sizes available.





LUNCH OPTIONS- $18 PER DAY (ADD-ON TO REGISTRATION FEE)

- Specific menu details on conference page. You can also buy separately here.



THURSDAY DINNER & HAPPY HOUR

- **Join us after the SHAPE PA Awards Celebration for an evening of great food, connection, and fun!** ⏲ **Time:** 6:15–7:15 PM 💵 **Dinner Ticket:** $25 per person
- Menu consists of Build Your Own Tacos Station, Build Your Own Pasta Station, and Build Your Own Salad Station. Cash bar available. More details available here



CONTACT US

ACT 48 CREDITS AVAILABLE

Our SHAPE PA Partners

P.O. Box 336 • Zelienople, PA, 16063 •

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info@SHAPE-PA.org

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- When you register online and pay with a credit card, you will automatically receive an email receipt and invoice after checkout. If you were approved by your district for reimbursement, please send them your receipt/invoice.
- If your district requires an invoice prior to paying, please register and select the "Mail your check to SHAPE PA" option at checkout. By selecting this offline payment method, you will automatically receive an invoice in your email. Please forward the invoice to your district so they can pay and finalize your registration.

FOR MORE INFORMATION, PLEASE VISIT OUR CONFERENCE PAGE

Need Help? Contact us: info@shape-pa.org or 412-407-3301

Open in Maps

Venue Spooky Nook Sports

Address 75 Champ Blvd
Manheim PA 17545, US

Starts Thu Nov 12 2026

Ends Fri Nov 13 2026

Register Now!

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Lindsey Moore
BUILDING: TJHS
MEETING TITLE: SAP training
ADDRESS OF MEETING: virtual
SUB NEEDED: Yes X ; No ___
Date(s) Sub Needed: NOV 11 & 12 (virtual)
Date of Departure: NOV 11 (virtual)
Date of Return: NOV 12

ESTIMATED COSTS

Mileage: 0 mi. x $ .655 = ___
Bus, train, plane, taxi ___
Lodging ___
Mtg. Dues/Fees (Ref. any PO#) ___
Parking ___
Turnpike tolls ___
Other expenses (explain below*) ___

ACTUAL COSTS

Mileage: ___ mi. x $ .655 = ___
Bus, train, plane, taxi ___
Lodging ___
Mtg. Dues/Fees (Ref. any PO#) ___
Parking ___
Turnpike tolls ___
Other expenses (explain below*) ___

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:				0	TOTAL ACTUAL COST:				
Employee Signature: Lindsey A Moore					Employee Signature:				
Date: 9/15/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? Work with students that are identified for SAP
2. How will you share what you have gained with other colleagues? Collaborate with the SAP team.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.
Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved	☐ Denied	Principal/Supervisor:	9/21/26		
☑ Approved	☐ Denied	Assistant Superintendent	9/23/26		
☐ Approved	☐ Denied	Director of Finance:	Date:		

*Comments:

RECEIVED
SEP 22 2026

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Erikka Kuhse BUILDING: Admin

MEETING TITLE: AASA Redefining Ready Cohort Site Visit ADDRESS OF MEETING: San Diego, CA; Cajon Valley Union School District

SUB NEEDED: Yes ___; No X Date(s) Sub Needed:

Date of Departure: 11/15 Date of Return: 11/18

ESTIMATED COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi 400
Lodging 600
Mtg. Dues/Fees (Ref. any PO#) 0
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST: $1,000.00					**TOTAL ACTUAL COST:**				
Employee Signature: EKuhse					Employee Signature:				
Date: 9/11/24					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? using networking + knowledge gained to guide our college/career readiness work, POG work
2. How will you share what you have gained with other colleagues? share w/ admin team in planning POG work + in curriculum implementation

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved ☐ Denied	**Principal/Supervisor:**		9/10/24		
☐ Approved ☐ Denied	**Assistant Superintendent**		**Date:**	TIIIc Funds	
☐ Approved ☐ Denied	**Director of Finance:**		**Date:**		
***Comments:**					

Participant: Dr. Erikka Kuhse

+Title of the activity: Redefining Ready! Cohort Site Visit

+What was the most important idea you obtained from this training in-service/workshop?

+What individual/personal/professional growth experience resulted from your attending this session?

Redefining Ready! Cohort

Where Preparation Meets Purpose: College, Career and Life Readiness



A diploma should open doors — not leave students guessing what comes next. The Redefining Ready! Cohort is where district leaders come to build the systems that make college, career, and life readiness more than a goal. It becomes a reality.

Learning Objectives:

You'll dive deep into one of the most consequential questions in K-12 right now: How do we design and scale student pathways that create real postsecondary options? Through virtual sessions and in-person site visits, you'll examine:

- How to build coherent pathways that connect coursework, credentials, and real-world experience
- What strong industry partnerships look like — and how to build and sustain them
- How to embed dual credit and early college into student pathways as a feature, not an afterthought
- What equitable, high-quality work-based learning requires at the systems level
- How to measure readiness in ways that actually reflect where students are headed

Who should participate? →

This cohort is built for the leaders who make readiness real — superintendents, assistant superintendents, district office staff and principals ready to move from vision to system.

One registration per district/organization unlocks the full cohort experience: all virtual sessions, plus one complimentary registration to the fall site visit and spring summit.

Team members may join all virtual sessions at no additional cost. They may attend the site visit and summit at a registration cost of $300 per person. The program manager will contact the registrants for team member information to ensure teams receive virtual meeting invitations, Canvas access, and program communications.

Program Dates and Details ↓

2026 - 2027 Meeting Schedule

Virtual Meetings

All virtual meetings will be held from 1:00pm - 2:30pm ET on the following dates:

- September 10, 2026: **Designing Student Pathways that Deliver College, Career, & Life Readiness**
- October 8, 2026: **Industry Partnerships that Strengthen College, Career, & Life Readiness**
- January 14, 2027: **University Credit Embedded in Student Pathways**
- April 8, 2027: **Measuring College, Career, & Life Readiness Through Pathway Outcomes**

In-Person Meetings

November 16 - 18, 2026: Cohort Site Visit | Cajon Valley Unified School District (Calif.) | This site visit is exclusively for registered cohort members and their teams!

Summit registration and can add team members at a discounted rate.

RECEIVED
OCT 19 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Megan McKinley
BUILDING: JHS
MEETING TITLE: SHASDA
ADDRESS OF MEETING: 5301 Grove Rd. Pgh. 15236
SUB NEEDED: Yes ___; No ✓
Date(s) Sub Needed: —
Date of Departure: 11/20/26, 12/11/26 1/15/27, 2/26/27 4/16/27, 5/28/27
Date of Return:

ESTIMATED COSTS

Mileage: _____ mi. x $ 0.725 = Ø
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

ACTUAL COSTS

Mileage: _____ mi. x $ 0.725 =
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				Ø	Total Meals				
TOTAL ESTIMATED COST:				Ø	**TOTAL ACTUAL COST:**				
Employee Signature: M. McKinley					Employee Signature:				
Date: 10/14/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? _____

2. How will you share what you have gained with other colleagues? _____

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:** Melissa McCune			
☑ Approved	☐ Denied	**Assistant Superintendent**	Date: 10/19/26		
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

AIU 3 Central Offices 1
475 E. [illegible] Avenue
Homestead, PA 15120

RECEIVED
SEP 30 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Chris Dulavitch BUILDING: JHIS

MEETING TITLE: Statewide Health and PE Trainings 2026 ADDRESS OF MEETING: Allegheny Intermediate Unit 3 Central Offices

SUB NEEDED: Yes ✓; No ___ Date(s) Sub Needed: Friday Nov 20, 2026

Date of Departure: 11/20/26 Date of Return: 11/20/26

ESTIMATED COSTS		ACTUAL COSTS	
Mileage: 0 mi. x $ 0.70 =	0	Mileage: _____ mi. x $ 0.70 =	
Bus, train, plane, taxi	0	Bus, train, plane, taxi	
Lodging	0	Lodging	
Mtg. Dues/Fees (Ref. any PO#)	0	Mtg. Dues/Fees (Ref. any PO#)	
Parking	0	Parking	
Turnpike tolls	0	Turnpike tolls	
Other expenses (explain below*)	0	Other expenses (explain below*)	

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
11/20/26	0	0	0	0					
Total Meals:				0	Total Meals				
TOTAL ESTIMATED COST:				0	**TOTAL ACTUAL COST:**				
Employee Signature: Chris Dulavitch					Employee Signature:				
Date: 9/28/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? This will help with planning future curriculum writing.
2. How will you share what you have gained with other colleagues? Discussion during curriculum writing.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☑ Approved ☐ Denied	**Principal/Supervisor:** Dr. Nilosek	9/29/26		
☑ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/1/26		
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				

RECEIVED
OCT 07 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: AMANDA MCHUGH
BUILDING: TJHS

MEETING TITLE: ACT 48 WORKSHOP ✓ STATEWIDE HEALTH & PE TRAINING
ADDRESS OF MEETING: AIU 3 CENTRAL OFFICES

SUB NEEDED: Yes ✓; No ___
Date(s) Sub Needed: 11/20/26

Date of Departure: 11/20/26
Date of Return: 11/20/26

ESTIMATED COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:					TOTAL ACTUAL COST:				
Employee Signature:					Employee Signature:				
Date:					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? LEARNING ABOUT THE UPDATED HPE STANDARDS TO SHARE WITH HS DEPT.
2. How will you share what you have gained with other colleagues? UPDATED STANDARDS

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

☑ Approved ☐ Denied	Principal/Supervisor:	Date: 10/6/26	Account Code:	Amount:
☑ Approved ☐ Denied	Assistant Superintendent	Date: 10/8/26		
☐ Approved ☐ Denied	Director of Finance:	Date:		
*Comments:				

Participant: Amanda McHugh

+Title of the activity: Act 48 Workshop. Statewide Health & PE Training

+What was the most important idea you obtained from this training in-service/workshop?

+What individual/personal/professional growth experience resulted from your attending this session?

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Jill Startari | BUILDING: PHMS

MEETING TITLE: Statewide Health & PE Training 2026 | ADDRESS OF MEETING: 495 E. Waterfront Drive Homestead 15120

SUB NEEDED: Yes X ; No ___ | Date(s) Sub Needed: 11/20/26

Date of Departure: 11/20/26 | Date of Return: 11/20/26

ESTIMATED COSTS

Mileage: 7 mi. x $ .655 = 4.50
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

ACTUAL COSTS

Mileage: _____ mi. x $ .655 =
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
11/20		$15		
Total Meals:		†		
TOTAL ESTIMATED COST:		$15		
Employee Signature:		Jill Startari		
Date:		10/1/26		

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I can bring back information on the new standards for Health & PE
2. How will you share what you have gained with other colleagues? Inservice District wide PE department

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:** Daniel D'Amico	10/1/26		
☒ Approved	☐ Denied	**Assistant Superintendent:** Elliott	Date: 10/7/26		
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

Elise Dopudja <edopudja@wjhsd.net>

Background

Amanda McHugh <amchugh@wjhsd.net> Tue, Oct 13, 2026 at 7:27 AM
To: Elise Dopudja <edopudja@wjhsd.net>
Cc: Chris Dulavitch <cdulavitch@wjhsd.net>, Jill Startari <jstartari@wjhsd.net>

This is from the frontline link Dr. Kuhse sent us:

Join educators from across Pennsylvania for a one-day professional learning event focused on the updated Health and Physical Education (HPE) Standards. This session is designed to support districts as they strengthen curriculum, instruction, and student learning in alignment with the new statewide expectations. Take-aways include:
- Sample HPE activities aligned with the new standards
- Field day planning ideas and models
- Career and community fitness event concepts
- Classroom ready AI tools and examples for enhancing instruction

[Quoted text hidden]

RECEIVED
OCT 22 2026

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Lindsey Mitko
BUILDING: McClellan Elementary
MEETING TITLE: What's NEW in Children's Books and Creative, Powerful Strategies to Use Them in Your Program
ADDRESS OF MEETING: Online
SUB NEEDED: Yes X No ___
Date(s) Sub Needed: December 2, 2026
Date of Departure: 12/2/26
Date of Return: 12/2/26

ESTIMATED COSTS

Mileage: 0 mi.	x $ 0.725 =	0
Bus, train, plane, taxi		0
Lodging		0
Mtg. Dues/Fees (Ref. any PO#:)		$325
Parking		0
Turnpike tolls		0
Other expenses (explain below*)		0

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.725 =	_____
Bus, train, plane, taxi		_____
Lodging		_____
Mtg. Dues/Fees (Ref. any PO#:)		_____
Parking		_____
Turnpike tolls		_____
Other expenses (explain below*)		_____

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
				0
Total Meals:				
TOTAL ESTIMATED COST:				$325
Employee Signature: Lindsey Mitko				
Date:				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will use this training to update our library curriculum and collection with the best new titles and resources to use with them.
2. How will you share what you have gained with other colleagues? I will share the resources with the library department at our dept. meeting.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☑ Approved ☐ Denied	Principal/Supervisor:	10/15/26		
☑ Approved ☐ Denied	Assistant Superintendent	Date: 10/22/26	F227331	
☐ Approved ☐ Denied	Director of Finance:	Date:		
*Comments:				

Participant: _____

+Title of the activity: _____

+What was the most important idea you obtained from this training in-service/workshop?

_____

_____

_____

_____

_____

+What individual/personal/professional growth experience resulted from your attending this session?

_____

_____

_____

_____

_____

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and Creative, Powerful Strategies to Use Them in Your Program (Grades K-6) – 2027 –





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Presented by

Deborah B. Salyer

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"One of my very favorite annual events as a librarian! Thanks, Deb for all you do to keep us inspired in what we do!"

– JULIE DETTER, LIBRARIAN

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- **Exciting and creative ways to utilize the books** in your classroom or library program
- **Numerous practical activities and resources** that extend the effectiveness of the new books Deborah shares
- **Valuable lists of websites and tools** to use with devices that will add interest and value to your lessons
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For in-person seminars, registrants will also receive a printed copy of the resource handbook as long as their registration is received in the BER office at least 15 calendar days before the event.

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Order the recorded version of this seminar to take online at your convenience. You'll have 90-day access to the entire course and to the extensive digital resource handbook. To enroll, see registration form on page 7, and for optional CEUs and graduate credit, please visit www.ber.org/credit

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A Message From Seminar Leader, Deborah B. Salyer



Uniquely Qualified Instructor

DEBORAH B. SALYER is an award-winning library media specialist and an outstanding international presenter. She is the California Implementation and Training Specialist for TeachingBooks. Deborah has presented at many state and national conferences, and is the author of numerous books including *What's NEW in Children's Books and Creative, Powerful Strategies to Use Them in Your Program (2027)*, the comprehensive digital resource handbook you will receive at the seminar. Deborah is known for her inspirational message, budget-friendly ideas, and innovative ways for making the most out of the resources you have. **Join Deborah for a day filled with practical, easy-to-implement ideas that will highlight the latest, best books available in children's literature and exciting, creative ways to utilize them in your program.**

Dear Colleague:

Here's my idea of a lovely day. Let's gather with like-minded colleagues. Bring your own snacks. For lunch, we'll take an hour – no lunch duty! During the day we talk and learn about books. Lots and lots of children's books. We'll read aloud. We'll explore dozens of free resources to engage our readers with required and independent reading. We'll hold new books in our hands, marveling at the talent of book creators.

Sound amazing? It is. This is my annual workshop where, over the course of twenty plus years, thousands of teachers and librarians have been given a day to themselves – just for books. Every year the content is different. New books. New resources. New strategies. It's a day when you can step away from your daily responsibilities and recharge your batteries. Learn new things. Collaborate with colleagues or make new friends.

Each year I read hundreds of titles, narrowing down a selection of more than two hundred titles for Kindergarten to Grade 6 with resources for each. In this NEW seminar we will discuss a sampling of genres, formats, reading and interest levels, and subject areas throughout our day. This year we will also spend more time on early literacy support, exploring ways we can support young readers. And we will discuss engaging ideas to get our older students reading, writing, and researching. We will bring back the joy of reading!

The accompanying digital resource handbook is far from being just a bibliography; it's full of supportive hot links for resources you can explore at your leisure. You'll find yourself using your handbook long after we part. And you can build your book shopping list while we work!

We can teach our students to be better readers without taking their joy. Join me online, in person, or on the recorded version to reenergize your own reading joy. Get inspired. Get affirmed. Grow your knowledge of the world of children's publishing.

If you work with elementary-aged students and readers and you use children's books in your work, this event is for you. I can't wait to see you. Bring snacks.

Sincerely,

Deborah B. Salyer

Deborah B. Salyer

P.S. Come ready to enjoy a fast-paced day full of outstanding new books – plus powerful tools and innovative activities to use with them.

"This is my annual workshop where, over the course of twenty plus years, thousands of teachers and librarians have been given a day to themselves - just for books."

Ten Key Benefits of Attending

"Deborah was amazing as usual. Her seminar is fast paced, extremely informative and absolute perfection! I look forward to this every year!"

– SUSAN BRADY, READING SPECIALIST



1. **Preview the Best, New Children's Books!**
   Learn from an enthusiastic teacher and experienced school librarian about the BEST of the most recently published children's books
2. **Explore the Bright, New World of Nonfiction Books**
   Publishers are responding to the current emphasis on informational books and are responding with some of the best, new nonfiction books we've seen in years … Discover some phenomenal new books!
3. **See the Best, New Picture Books … For All Ages!**
   Nothing tells a story like a stunning picture book and Deborah will share the newest and best ones … Learn innovative ways to use them creatively throughout your curriculum or program with readers of all ages
4. **Hear About the Best, New Read-Alouds**
   Entice your students or patrons with the latest and most engaging read-alouds … Deborah will refresh your collection of great read-alouds and share them with you in her lively, down-to-earth style
5. **Tap Into the Best Technology to Get More From Great, New Books**
   Strengthen your technology strategies that involve your readers … From book trailers to interaction tools, Deborah has done the work for you by evaluating the best web tools and apps to support your literacy program
6. **Discover Strategies to Link Great, New Books with Reading and Writing**
   Explore terrific activities and practical strategies you can use immediately to entice your readers to get involved in and stay excited about reading and writing
7. **Catch Up on the Most Current Book Trends**
   Hear the latest news from the children's book publishing world … Learn about the new and developing trends so you can keep ahead of the game
8. **Use Outstanding New Books to Implement Your State Standards**
   Learn how to meet your state reading standards by introducing your students to outstanding new books … Find out easy ways to match books to curriculum standards with supportive, ready-to-use lesson plans – no matter what subject area you teach
9. **Address Diversity and Inclusion with New Books and Awards**
   Discover books with diverse characters that allow your readers to see themselves in the literature … Hear about the awards that celebrate diversities in culture, ethnicity and ability
10. **Books They Will Love to Read!**
    Discover NEW books that are sure to entice young readers and captivate their diverse interests … **Plus, you'll receive an extensive digital resource handbook with annotated book lists** and loaded with hundreds of engaging tips, tools and innovative ideas

Who Should Attend

K-6 Classroom Teachers, Media Specialists, Librarians, Children's Librarians in Public Libraries, Library Aides, Reading Specialists, Resource Teachers, Special Education Staff, and Administrators

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Alexandra Downer
BUILDING: GH
MEETING TITLE: Utilizing Trauma Responsive Practices in the Classroom setting
ADDRESS OF MEETING: 475 E. Waterfront Dr. Homestead, PA 15120
SUB NEEDED: Yes ✓ No ___
Date(s) Sub Needed: 12/8
Date of Departure: 12/8
Date of Return: 12/9

ESTIMATED COSTS

Mileage: 10.5 mi. x $ .655 = 6.87
Bus, train, plane, taxi —
Lodging —
Mtg. Dues/Fees (Ref. any PO#) —
Parking —
Turnpike tolls —
Other expenses (explain below*) —

ACTUAL COSTS

Mileage: _____ mi. x $ .655 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
12/8	—	$25	—	$25					
Total Meals:				1	Total Meals				
TOTAL ESTIMATED COST:				$25	TOTAL ACTUAL COST:				
Employee Signature: A. Downer					Employee Signature:				
Date: 10/7/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? All students experience + respond to trauma differently. It will help me be a stronger teacher to build this into my class.
2. How will you share what you have gained with other colleagues? discussions + sharing resources

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made.
Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved ☐ Denied	Principal/Supervisor:		10-7-26		
☒ Approved ☐ Denied	Assistant Superintendent		10/9/26	F227331	
☐ Approved ☐ Denied	Director of Finance:		Date:		
*Comments:					

RECEIVED
OCT 19 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: JULIE SHAMITKO
BUILDING: PHMS
MEETING TITLE: WORKING WITH YOUTH IN A DIGITAL WORLD
ADDRESS OF MEETING: LA ROCHE COLLEGE
SUB NEEDED: Yes X; No ___ (* JULIE TAYLOR)
Date(s) Sub Needed: 12/14/26
Date of Departure: 12/14/26
Date of Return: 12/14/26

ESTIMATED COSTS

Mileage: 19 mi.	X .585 =	$11
Bus, train, plane, taxi		—
Lodging		—
Mtg. Dues/Fees (Ref. any PO#)		$125
Parking		—
Turnpike tolls		—
Other expenses (explain below*)		—

ACTUAL COSTS

Mileage: _____ mi.	x $.585 =	_____
Bus, train, plane, taxi		_____
Lodging		_____
Mtg. Dues/Fees (Ref. any PO#)		_____
Parking		_____
Turnpike tolls		_____
Other expenses (explain below*)		_____

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
N/A				
Total Meals:				
TOTAL ESTIMATED COST:				
Employee Signature: Julie Shamitko				
Date: 10/12/26				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? Directly applicable to the students I work with daily
2. How will you share what you have gained with other colleagues? Share info w/ department and teachers

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☒ Approved	☐ Denied	**Principal/Supervisor:** Daniel J Cuccia	10/14/26		
☑ Approved	☐ Denied	**Assistant Superintendent**	10/19/26	F22331	
☐ Approved	☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**					

IN-PERSON PROFESSIONAL DEVELOPMENT

Working With Youth in a Digital World

A full-day training exploring youth, technology, social media, AI, and mental health.

Register Now

A DAY TO UNDERSTAND THEIR WORLD

Monday,
December 14, 2026

9:00 AM–4:00 PM, Eastern Time

In person at La Roche University

$125 per person

6 continuing education credit hours available upon request

View full event details

UNDERSTANDING CREATES CONNECTION

Why this training matters

Young people are growing up with smartphones, social media, constant connection, and AI. These tools can support learning, creativity, and connection, while also introducing concerns involving stress, avoidance, comparison, boundaries, harmful content, and mental health. Understanding that environment helps us see more clearly how youth communicate, cope, learn, and seek help.

This training looks beyond individual apps to explore how the environment of growing up has changed—from play, independence, and community to friendship, identity, and connection. We'll discuss themes connected to *The Anxious Generation*, while distinguishing useful questions and interpretations from settled evidence. That broader perspective helps professionals consider what young people need to practice and develop, alongside understanding their social media and AI use.

TWO PERSPECTIVES, ONE CHANGING WORLD

Two important perspectives on AI

01 / Young people

AI and youth

Explore how young people use AI for schoolwork, advice, content creation, companionship, and emotional support. Consider concerns professionals should understand, including how AI-generated content may affect judgment, comparison, boundaries, and perceptions of reality.

02 / Professional practice

AI for counselors

Explore practical uses of AI in professional work and how these tools may influence the future of helping professions. Build a clearer understanding of the opportunities and questions these changes bring to the work of supporting youth and families.

KNOWLEDGE YOU CAN BRING INTO PRACTICE

What participants will learn

CONTINUING EDUCATION

Six credit hours available upon request

Continuing education credit hours are available for LSW/LCSW, LPC, and LMFT. To receive credit, participants must attend the full session, complete an electronic signature, and complete an evaluation. Attendance is reviewed before certificates are issued.

Shape the Sky, LLC Is An Approved Continuing Education Provider (ACEP)

Shape the Sky, LLC has been approved by NBCC as an Approved Continuing Education Provider, ACEP No. 7073. Programs that do not qualify for NBCC credit are clearly identified. Shape the Sky, LLC is solely responsible for all aspects of the programs.



MEET THE PRESENTER

Ryan Klingensmith, LPC

Founder of Shape The Sky

Ryan is a parent and a licensed mental health professional who works regularly with youth and young adults. His work offers firsthand insight into how smartphones, social media, and AI influence young people's behavior, development, and well-being.

Through Shape The Sky, he brings an informed, practical approach to helping adults understand young people's digital lives and support their mental health.

Learn more about Ryan

YOUR NEXT STEP

Registration and payment

After registering, payment instructions will be provided. Payment may be made by credit card through PayPal or by Venmo. Your registration will be confirmed once payment is received. If you need an alternate payment option, please email connect@shapethesky.org.

FROM A PREVIOUS FULL-DAY TRAINING AT LA ROCHE UNIVERSITY

What participants took away

Selected anonymous comments from participant evaluations.

"It was one of the best presentations I've seen and kept me very engaged."

"Ryan is very knowledgeable in this area and kept us all engaged throughout the presentation."

"I appreciated the AI videos and real-time demonstrations, and I enjoyed learning about how technology has evolved and how quickly it is growing. Seeing how to practice using these tools helped ease my fears and hesitation. In my

Shape The Sky Full Day Training 12-14-26 at La Roche University

jshamitko@wjhsd.net Switch account

Payment Information – Read Carefully

Please complete payment immediately after submitting this form. Your seat is NOT reserved until payment is received. Choose one:

Venmo: https://venmo.com/Ryan-Klingensmith-4
Include your name and email in the payment note
PayPal: https://paypal.me/ryanklngensmith

(Note that Rÿan's last name in PayPal is not spelled correctly)
Include your name and email in the payment note

**If you need another payment option, email us at connect@shapethesky.org to make arrangements*

You'll receive a confirmation email within 24 hours.

A copy of your responses will be emailed to the address you provided.

Back Submit Clear form

Never submit passwords through Google Forms.

reCAPTCHA
Privacy Terms

This form was created inside of Shape the Sky. - Contact form owner

Does this form look suspicious? Report

Google Forms

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

RECEIVED
OCT 02 2026
BY:

NAME: Stephanie Shosky
BUILDING: JHIS | McClellan | Gill Hall
MEETING TITLE: Gifted Networking
ADDRESS OF MEETING: AIU
SUB NEEDED: Yes ___; No ✓
Date(s) Sub Needed:

Date of Departure: Tuesday, December 15, 2026
Date of Return: Wednesday, December 16, 2025

ESTIMATED COSTS

Mileage: 8 mi. x $ 0.70 = $5.60
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

ACTUAL COSTS

Mileage: _____ mi. x $ 0.70 =
Bus, train, plane, taxi
Lodging
Mtg. Dues/Fees (Ref. any PO#)
Parking
Turnpike tolls
Other expenses (explain below*)

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
12/15/26		$15.00		$15.00					
Total Meals:			$	15.00	Total Meals				
TOTAL ESTIMATED COST:			$	20.60	TOTAL ACTUAL COST:				
Employee Signature: Stephanie Shosky					Employee Signature:				
Date: 10/2/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? Use ideas shared to support gifted learners, Chapter 16 updates will be provided.
2. How will you share what you have gained with other colleagues? _____

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

		Date:	Account Code:	Amount:
☒ Approved ☐ Denied	**Principal/Supervisor:** Melissa McCoy	10-2-26		
☐ Approved ☐ Denied	**Assistant Superintendent**	Date: 10/5/26	F227331	
☐ Approved ☐ Denied	**Director of Finance:**	Date:		
***Comments:**				

RECEIVED
SEP 25 2026
BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Michael Fratangelo
BUILDING: PHMS
MEETING TITLE: AED Pittsburgh
ADDRESS OF MEETING: TBD
SUB NEEDED: Yes ✓ No ___
Date(s) Sub Needed: 2/24/27
Date of Departure: 2/24/27
Date of Return: 2/25/27

ESTIMATED COSTS

Mileage: _____ mi. X .585 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $.585 = _____
Bus, train, plane, taxi _____
Lodging _____
Mtg. Dues/Fees (Ref. any PO#) _____
Parking _____
Turnpike tolls _____
Other expenses (explain below*) _____

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:					**TOTAL ACTUAL COST:**				
Employee Signature: M. Fratangelo					Employee Signature:				
Date: 9-17-26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? In classroom instruction, faculty meetings
2. How will you share what you have gained with other colleagues? Faculty meetings

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

☒ Approved ☐ Denied	**Principal/Supervisor:** David D'Amico	**Date:** 9/27/26	**Account Code:**	**Amount:**
☐ Approved ☐ Denied	**Assistant Superintendent**	**Date:** 9/28/26	F 22731	
☐ Approved ☐ Denied	**Director of Finance:**	**Date:**		
***Comments:**				

We are pleased to invite you to join the **AbD Pittsburgh Maker-Educator Learning Community** for the 2026–27 school year. Below is our tentative meeting schedule. We welcome the opportunity to hold workshops at partner schools or organizations, please consider hosting one of our sessions.

DATE	TIME	LOCATION
Wednesday, September 23	9:00 – 3:00 pm	Fox Chapel Kerr Elementary School
Wednesday, October 28	9:00 – 3:00 pm	TBD
Wednesday, November 18	9:00 – 3:00 pm	TBD
Wednesday, December 16	9:00 – 3:00 pm	TBD
Wednesday, January 27	9:00 – 3:00 pm	TBD
Wednesday, February 24	9:00 – 3:00 pm	TBD
Wednesday, March 17	9:00 – 3:00 pm	TBD
Wednesday, April 14	9:00 – 3:00 pm	TBD
Tuesday, May 18	9:00 - 3:00 pm	TBD

Contact

If you have questions or would like to discuss next steps, please contact:
Dr. Jeff Evancho, Co-Director – Jeffevancho@pittsburghteachingandlearning.org ©412-401-0657
Dr. Peter Wardrip, Co-Director – wardrip@wisc.edu

We hope you find this work thought-provoking and will join us as a thought partner in exploring the intersections of thinking, design, making, and assessment. Your participation will help us strengthen the capacity of educators across the region to design meaningful, measurable, and transformative learning experiences.

Thank you for your consideration,



Dr. Jeffrey Evancho
Executive Director, Pittsburgh Teaching and Learning Collaborative



Dr. Peter Wardrip
Associate Professor of STEAM Education, University of Wisconsin–Madison

Agency *by* Design Pittsburgh

AGENCY *BY* DESIGN
Pittsburgh Maker-Educator Learning Community
2026 -2027

In collaboration with **Pittsburgh Teaching and Learning Collaborative** and the **University of Wisconsin–Madison**, Agency by Design Pittsburgh (AbD PGH) is a research–practice partnership in Western Pennsylvania exploring the development of learner agency and maker-centered learning experiences.

We invite your organization to participate in our learning community.

This work builds upon the *Agency by Design* research initiated by Harvard Graduate School of Education's **Project Zero**, which explores the promises, practices, and pedagogies of maker-centered learning. Project Zero's research has inspired networks of educators locally and nationally, and our Pittsburgh-based learning community extends this work through a values-based approach to instructional design.

At the heart of our work is a simple but important question: **What do we most value for our learners?** We support educators in identifying the learning outcomes and dispositions they care deeply about. Outcomes such as curiosity, creativity, collaboration, persistence, and agency; and becoming more intentional about designing maker-centered learning experiences that cultivate those outcomes. Just as importantly, educators learn to recognize, document, and assess the "signs of learning" that demonstrate how those values are taking shape in practice.

We are seeking participation from organizations recognized for innovative educational practices across the greater Pittsburgh region and the **Remake Learning** network. Our learning community brings together a diverse group of educators from formal and informal learning environments and across a wide range of content areas. Together, we explore, test, and refine approaches that deepen our understanding of learning in maker-centered environments and strengthen our ability to design meaningful experiences for young people.

Our Goals

- Develop an understanding of current research findings and frameworks.
- Learn and apply frameworks for designing deep, engaging learning experiences for all learners.
- Prototype and test documentation and assessment tools within the context of maker-centered learning.
- Align the type of learning we want for students with the ability to identify, design, and assess what matters most.

Together, we will explore how educators can:

- Identify the learning outcomes they value most in their classrooms or learning environments.
- Articulate what constitutes meaningful evidence of learning and engagement.
- Implement a classroom mini grant for the purpose of designing experiences that cultivate and capture our valued learning outcomes.

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME Bob Marlow

BUILDING: TJHS

MEETING TITLE: Marine Educators Workshop

ADDRESS OF MEETING: Parris Island, South Carolina

SUB NEEDED: Yes X; No ___

Date(s) Sub Needed: Anticipated dates are March 3-5

Date of Departure:

Date of Return:

ESTIMATED COSTS

Mileage: _____ mi. X .575 = $0

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $.575 = _____

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				
TOTAL ESTIMATED COST:				0.00
Employee Signature:				
Date: 10/22/2026				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District?
This event will give a better understanding of the offerings through the military and allow us to better discuss those with interested students.

2. How will you share what you have gained with other colleagues?
Group discussion and/or faculty meeting presentation

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved	☐ Denied	**Principal/Supervisor:**	10/22/26		
☑ Approved	☐ Denied	**Assistant Superintendent:**	Date: 10/22/26		
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

See questions on reverse.

Participant: Bob Marlow

+Title of the activity: Marine Educators Workshop

+What was the most important idea you obtained from this training in-service/workshop?

+What individual/personal/professional growth experience resulted from your attending this session?

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME Emma Shrum

BUILDING: TJHS

MEETING TITLE: Marine Educators Workshop

ADDRESS OF MEETING: Parris Island, South Carolina

SUB NEEDED: Yes X ; No ___

Date(s) Sub Needed: Anticipated dates are March 3-5

Date of Departure:

Date of Return:

ESTIMATED COSTS

Mileage: _____ mi. X .575 = $0

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $.575 = _____

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

Meals: (estimated cost)

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:					Total Meals				
TOTAL ESTIMATED COST:				0.00	**TOTAL ACTUAL COST:**				
Employee Signature: Emma Shrum					Employee Signature:				
Date: 10/22/2026					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District?
This event will give a better understanding of the offerings through the military and allow us to better discuss those with interested students.

2. How will you share what you have gained with other colleagues?
Group discussion and/or faculty meeting presentation

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved	☐ Denied	**Principal/Supervisor:**	10/22/26		
☑ Approved	☐ Denied	**Assistant Superintendent**	Date: 10/22/26		
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

See questions on reverse.

Participant: Emma Shrum

+Title of the activity: Marine Educators Workshop

+What was the most important idea you obtained from this training in-service/workshop?

+What individual/personal/professional growth experience resulted from your attending this session?

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME George Souders

BUILDING: TJHS

MEETING TITLE: Marine Educators Workshop

ADDRESS OF MEETING: Parris Island, South Carolina

SUB NEEDED: Yes X; No ___

Date(s) Sub Needed: Anticipated dates are March 3-5

Date of Departure:

Date of Return:

ESTIMATED COSTS

Mileage: _____ mi. X .575 = $0

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

ACTUAL COSTS

Mileage: _____ mi. x $.575 = _____

Bus, train, plane, taxi _____

Lodging _____

Mtg. Dues/Fees (Ref. any PO#) _____

Parking _____

Turnpike tolls _____

Other expenses (explain below*) _____

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals:				
TOTAL ESTIMATED COST:				0.00
Employee Signature: George Souders III				
Date: 10/22/2026				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District?
This event will give a better understanding of the offerings through the military and allow us to better discuss those with interested students.

2. How will you share what you have gained with other colleagues?
Group discussion and/or faculty meeting presentation

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☑ Approved	☐ Denied	**Principal/Supervisor:**	10/22/26		
☑ Approved	☐ Denied	**Assistant Superintendent**	Date: 10/22/26		
☐ Approved	☐ Denied	**Director of Finance:**	Date:		
***Comments:**					

See questions on reverse.

Participant: George Souders

+Title of the activity: Marine Educators Workshop

+What was the most important idea you obtained from this training in-service/workshop?

+What individual/personal/professional growth experience resulted from your attending this session?

RECRUITING STATION
HARRISBURG

RECRUITING STATION
HARRISBURG

MARINES

EDUCATORS WORKSHOP

2027

INFORMATIONAL FLYER

Application

Informational Video

PLANNED EVENTS

THE EDUCATORS WORKSHOP FEATURES SEVERAL EVENTS, INCLUDING...



Welcome Dinner
Meeting the Drill Instructors
Yellow Footprints / Receiving
Squad Bay Tour
Briefs from Recruit Depot Command
Marine Corps Band Performance
F/A-18 Display / Aviation Talk
Dinner at the Officer Club
Museum Tour
Family Day Celebration
MCMAP / Confidence Course
Gas Chamber
Rappel Tower
Rifle Range
Colors Ceremony
Recruit Graduation





AND MUCH MORE.











2027 Marine Corps Educators Workshop Application

Invitation

The United States Marine Corps would like to extend a personal invitation for you to apply to attend the Educators Workshop.

For hundreds of years, the Marine Corps has fought honorably to defend this Nation and our way of life. The Marine Corps is an organization built around success and the opportunity for growth and advancement. We are fiercely proud of our traditions and the way in which we create our Nation's defenders - our greatest asset.

We look forward to sharing our training and education process with you.

Requirements

Applicants must meet all of the following requirements:

- Must be principal, superintendent, coaches, advisors, full-time high school (9-12) educators, board member or civic leader.
- Post secondary or collegiate professor, counselor, coach or school board leader.
- Have ties to teenagers and/or young adults (youth group leader, after-school volunteer, program coordinator, etc.).
- Physically able to participate during the workshop as there are some periods of prolonged walking and/or standing.
- Have not previously attended a Marine Corps Educators Workshop in the past 5 years.
- Must complete the Workshop Application and submit to **community@marines.usmc.mil** & **thomas.trebatoski@marines.usmc.mil**

MARINES

Marine Corps Educators Workshop Application

Applicant Information

Name: First | Last | Driver's License Number

Contact: Email | Phone | Relationship to the Marine Corps

Address: Street | Apt/Unit | City | State | Zip

Other: Occupation | Organization/Institution/University | Local Airport

Gender | DOB | T-Shirt Size | Other | Are you are member of any of the following Organizations?

Do you have any food allergies, special rooming requirements or any other requirements.

Help us connect with you on social media! Please fill in your information so we can share your experience throughout the week.

Social Media Platform | Social Media Handle | Social Media Platform | Social Media Handle

Emergency Information

Name: First | Last | Relationship to the Applicant

Contact: Email | Phone

Address: Street | Apt/Unit | City | State | Zip

Sign | Date

Privacy Act:

AUTHORITY: Collection of this information is authorized by 10 USC, sections 503, 520c and 8043.
PRINCIPAL PURPOSE: Information collected will be used to properly manage the Marine Corps Educators' Workshop Program as directed in Marine Corps Recruiting Command Order 1156.1.
ROUTINE USES: Used by Marine Corps Recruiting Command personnel to maintain a record of individuals participating in the Educators Workshop.
EFFECTS OF NOT PROVIDING INFORMATION: Disclosure of this information is voluntary; however, failure to provide the requested information may delay, suspend or terminate the application resulting in disapproval to participate.

Marine Corps Educators Workshop Application

Questionnaire:

	YES	NO
Have you participated in a military affiliated workshop in the past?	◯	◯
If you answer yes:		
Have you served in the military?	◯	◯
If you answer yes:		
Do you currently have or have had relatives in the military?	◯	◯
If you answer yes:		
Do you currently have or have had children in the military?	◯	◯
If you answer yes:		

What is you current knowledge of the military?

How did you learn about this opportunity?

What do you hope to gain from this workshop?

How do you envision this workshop enabling you to better serve your community?

What is you current level of involvement with your recruiter and/Marine Corps Recruiting?

MARINES

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BY:

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Stephanie Martinis

BUILDING: JHIS

MEETING TITLE: PSLA Conference The Next Edition: Evolving the School Library Profession

ADDRESS OF MEETING: Hilton Harrisburg One North Second Street Harrisburg, PA 17101

SUB NEEDED: Yes X ; No ___

Date(s) Sub Needed: 4/19/2027 and 4/20/2027

Date of Departure: 4/18/2027

Date of Return: 4/20/2027

ESTIMATED COSTS

Mileage: 392 mi.	x $ 0.725 =	$284.20
Bus, train, plane, taxi		
Lodging		$397.38
Mtg. Dues/Fees (Ref. any PO#)		$385
Parking		
Turnpike tolls		$43.90
Other expenses (explain below*)		

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.725 =	
Bus, train, plane, taxi		
Lodging		
Mtg. Dues/Fees (Ref. any PO#)		
Parking		
Turnpike tolls		
Other expenses (explain below*)		

Meals: (estimated cost)
Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total	Date:	Breakfast:	Lunch:	Dinner:	Total
4/18/2027		$15		$15					
4/18/2027			$20	$20					
4/20/2027		$15		$15					
Total Meals:				$50	Total Meals				
TOTAL ESTIMATED COST:				$1,160.48	**TOTAL ACTUAL COST:**				
Employee Signature: Stephanie Martinis					Employee Signature:				
Date: 10/5/26					Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will apply what I learn to strengthen library instruction, incorporate current best practices, and provide engaging learning opportunities that support student success.
2. How will you share what you have gained with other colleagues? I will share key takeaways, resources, and strategies with colleagues through informal collaboration and by providing practical ideas they can incorporate into their instruction.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL *ITEMIZED* RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

☑ Approved ☐ Denied **Principal/Supervisor:** Melissa McC	**Date:** 10-6-26	**Account Code:**	**Amount:**
☑ Approved ☐ Denied **Assistant Superintendent** EMuse	**Date:** 10/7/26	F227331	
☐ Approved ☐ Denied **Director of Finance:**	**Date:**		
***Comments:**			

THE NEXT EDITION

Evolving The School Library Profession

Pennsylvania School Librarians Association

53rd Annual Conference

Hilton Hotel, Harrisburg PA

Sunday, April 18th - Tuesday, April 20th 2027

April 18-20, 2027 pslaconference.weebly.com

I would like to attend the Pennsylvania School Librarians Association Annual Conference at the Hilton Harrisburg from April 18-20, 2027. The conference is one of the state's most influential library and edtech events and will provide an invaluable professional development experience.

Here are just a few of the opportunities I would take advantage of so I can support positive outcomes for students at our school:

- Receiving the very best, content-specific professional development
- Networking with educators from across the state and beyond.
- Hearing from thought-provoking educators and student speakers.
- Meeting with vendors for the latest innovations in teaching and learning
- Participating in learning experiences to produce positive outcomes for students in our school.

Registration gives me access to three days of learning, keynote presentations, an expo hall, and networking events.

Thank you for considering this incredible professional development opportunity. Together, we can create engaging learning experiences that will help our students succeed.

Sincerely,

Stephanie Martinis

WEST JEFFERSON HILLS SCHOOL DISTRICT
PROFESSIONAL MEETING REQUEST & EXPENSE REPORT

NAME: Lindsey Mitko
BUILDING: McClellan Elementary
MEETING TITLE: PSLA Conference The Next Edition: Evolving the School Library Position
ADDRESS OF MEETING:
SUB NEEDED: Yes X ; No ___
Date(s) Sub Needed: 4/19/2027 and 4/20/2027
Date of Departure: 4/18/2027
Date of Return: 4/20/2027

ESTIMATED COSTS

Mileage: 392 mi.	x $ 0.725 =	$284.20
Bus, train, plane, taxi		
Lodging		$397.38
Mtg. Dues/Fees (Ref. any PO#)		$385
Parking		
Turnpike tolls		$43.90
Other expenses (explain below*)		

ACTUAL COSTS

Mileage: _____ mi.	x $ 0.725 =	
Bus, train, plane, taxi		
Lodging		
Mtg. Dues/Fees (Ref. any PO#)		
Parking		
Turnpike tolls		
Other expenses (explain below*)		

Meals: (estimated cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
4/18/27		$15		$15
4/18/27			$20	$20
4/20/27		$15		$15
Total Meals:				$50
TOTAL ESTIMATED COST:				$1,160.48
Employee Signature: Lindsey Mitko				
Date:				

Meals: (actual cost)

Date:	Breakfast:	Lunch:	Dinner:	Total
Total Meals				
TOTAL ACTUAL COST:				
Employee Signature:				
Date:				

By signing this form, you are agreeing to be willing to present information gained at a Staff In-Service or to your building staff.

1. How will you apply this training in your role in the West Jefferson Hills School District? I will apply what I learn to strengthen library instruction and incorporate current best library practices.
2. How will you share what you have gained with other colleagues? I will share best practices, resources, and key take aways with my library department and colleagues at dept. meetings.

WITHIN FIVE (5) DAYS OF RETURNING FROM MEETING, SUBMIT THIS FORM WITH ACTUAL COSTS AND ORIGINAL ITEMIZED RECEIPTS TO THE ASSISTANT SUPERINTENDENT. All expenditures, with the exception of mileage must be justified by a receipt or payment cannot be made. Please fill out the questionnaire on the reverse side of this form before submitting for reimbursement.

Budget Encumbrance:

			Date:	Account Code:	Amount:
☐ Approved	☐ Denied	Principal/Supervisor:	10/15/26		
☑ Approved	☐ Denied	Assistant Superintendent:	Date: 10/22/26	F227331	
☐ Approved	☐ Denied	Director of Finance:	Date:		
*Comments:					

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Participant: _____

+Title of the activity: _____

+What was the most important idea you obtained from this training in-service/workshop?

_____

_____

_____

_____

_____

+What individual/personal/professional growth experience resulted from your attending this session?

_____

_____

_____

_____

_____

THE NEXT EDITION

Evolving The School Library Profession

Pennsylvania School Librarians Association

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Sincerely,

Lindsey Mitko

THE NEXT EDITION
Evolving The School Library Profession

Pennsylvania School Librarians Association
53rd Annual Conference
Hilton Hotel, Harrisburg PA
Sunday, April 18th - Tuesday, April 20th 2027

2027 53rd Annual Conference Registration Rates

New Registration Deadline: *All attendees must register online prior to* ***April 10th****.*
No on-site registration. *Administrator, presenter and student special registration rates listed below.*

Total Package: Full Conference Registration and Meals

Includes: Workshops, Exhibits, General Session/Keynotes, Sunday Night Event, Monday Breakfast, Highlight Session(s), Monday Break and Lunch, Awards Reception, Monday Awards Ceremony and Dinner, Tuesday Business Meeting Breakfast, Author Keynote

NEW Day Pattern: *Sunday*, April 18 - *Tuesday*, April 20th	Rates	Advance Copy By Jan 15	Standard Edition Jan 16 - Mar 31	Final Print April 1-10 April, 11 Registration Closed
	Member	$285.00	$295.00	$325.00
	Non-Member	$385.00	$395.00	$425.00
	Student Member	$190.00	$200.00	$230.00
	Retired Member	$210.00	$215.00	$250.00

Partial Package: Full Conference Registration and No Meals*

***2027 is the last year for this package. Beginning in 2028 meals will be included in ALL registration packages.**

Includes: Workshops, Exhibits, General Session/Keynote Speaker, Sunday Night Event, Highlight Session(s), Awards Reception, Awards Ceremony (dinner not included), Tuesday Business Meeting, Author Keynote

NEW Day Pattern: *Sunday,* April 18 - *Tuesday*, April 20th	Rates	Advance Copy By Jan 15	Standard Edition Jan 16 - Mar 31	Final Print April 1-10
	Member	$215.00	$225.00	$230.00
	Non-Member	$315.00	$325.00	$355.00
	Student Member	$115.00	$125.00	$155.00
	Retired Member	$140.00	$150.00	$180.00

PSLA Conference Policy: **Special Registration Rates**	
	Administrators & Board Members: Receive ONE complimentary Monday partial registration (no meals) when accompanying a registered librarian from the same district.
	Member Presenters: Main presenters **receive $50 off full registration** or **$10 off single-day passes**. A coupon code will be provided upon workshop proposal acceptance.