M E M O R A N D U M

**TO: Bonnie Rickert, Chairperson**

**Board Members**

**FROM: Randy Poe, Superintendent**

**DATE: July 30, 2018**

**RE: APQC Conference October 3-5, 2018 for Dr. Randy Poe**

I recommend the board approve Randy Poe to attend the APQC Conference on October 3-5, 2018 in Houston TX. The estimated expenses for the 2 night stay with flight is $1600.00.

I recommend the board approve the travel to the APQC conference, as presented.