



LOWELL PUBLIC SCHOOLS  
Henry J. Mroz Administration Office  
155 Merrimack Street  
Lowell, MA 01852

Jeannine M. Durkin  
Assistant Superintendent  
Student Support Services

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May 7, 2019

Jeannine Durkin  
Superintendent of Schools  
155 Merrimack Street  
Lowell, MA 01852

Dear Superintendent Durkin,

Please accept this request for an overnight out of state conference for myself as a District Support Specialist at the Northeast PBIS Network Leadership Forum in Groton, Connecticut from May 16, 2019 thru May 17, 2019. The training will afford me enhanced knowledge to support the Positive Behavior Interventions and Supports programming currently in nine schools. The focus of this session includes showing the connection between PBIS and academic supports, strengthening Tier II and Tier III supports and implementing PBIS in special settings.

In order to participate, I will be out of the district for two days and no substitute will be required in my absence. Costs associated with the conference include travel and conference registration fees. The total will not exceed \$1000.00 and will be paid through a PBIS funded scholarship.

Sincerely,

  
Rocio Camargo-Ruiz, LICSW  
District Support Specialist