
OFFICE OF GOVERNOR RONNIE MUSGROVE

TO: JUDY COUEY, DEPARTMENT OF EDUCATION
SOLLIE NORWOOD, DEPARTMENT OF HUMAN SERVICES
THORNELL WILLIAMS, OFFICE OF THE GOVERNOR

FROM: KELLY RILEY, POLICY LIAISON

SUBJECT: NATIONAL GOVERNORS' ASSOCIATION'S "EXTRA LEARNING OPPORTUNITIES:
DEFINING THE STATE ROLE" FORUM, SEATTLE, WASHINGTON

DATE 10/11/00

CC: FILE

The National Governors' Association's (NGA) Center for Best Practices is hosting a forum entitled "Extra Learning Opportunities: Defining the State Role" in Seattle, Washington, on November 16-17, 2000. You have been selected to serve on Mississippi's team to this forum. The forum will discuss and highlight the positive impact of after-school programs and will help our team define a clear vision to enhance before- and after-school programs in our state.

NGA will reimburse our state team for its expenses up to \$3,000. You will be reimbursed for your expenses after returning from the conference. I have attached NGA's guidelines for your expenses and your reimbursement.

You must contact the hotel directly at 1-800-945-2240 no later than this Friday, October 13, 2000, to reserve your room at the Hotel Monaco. NGA will reimburse you up to \$600 for your air fare. You may use your own travel agent. Please see the information on page 3 of the attached information regarding guidelines if your roundtrip airfare exceeds the \$600 cap. Meetings begin at 9:00 a.m. the morning of November 16, so you will need to arrive in Seattle the evening of November 15.

Please contact me at 359-2528 if you have any questions.