



OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
 Equity and Civil Rights Office
 Old Capitol Building, PO BOX 47200
 OLYMPIA, WA 98504-7200
 (360) 725-6236 TTY (360) 664-3631

TRAVEL AND PER DIEM CERTIFICATION REPORTING

This form is to be used by a school district to report to OSPI the results of its self-evaluation of its travel and per diem policies and practices, as required by WAC 392-190-030. This form should be completed by an individual or group of individuals designated for that purpose by the superintendent and should be based on a documented analysis (model included in *Athletic Equity in Washington Schools*, www.k12.wa.us/equity/AthleticEquity/evaluating.aspx). The completed form should be signed by the district superintendent and submitted with the certification forms for each of the other program components to:

Office of Superintendent of Public Instruction
 Equity and Civil Rights Office
 Susanne Beauchaine
 PO Box 47200
 Olympia, WA 98504-7200

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Have you gathered information on the travel and per diem arrangements provided to the boys' and girls' teams? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you evaluated the modes of transportation, overnight accommodations furnished during travel, length of stay before and after competitive events, per diem allowances, and dining arrangements? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the information gathered and analyzed regarding travel and per diem indicate that there is an overall disparity between the travel and per diem afforded to boys and girls?
Please explain: | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. If there is a disparity, are there nondiscriminatory factors that explain the disparity? If yes, explain: | <input type="checkbox"/> | <input type="checkbox"/> |

Action Steps to Address Disparities in Travel and Per Diem

 SUPERINTENDENT

 SCHOOL DISTRICT

 DATE