

**LUBBOCK COUNTY  
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

GL#: 011 - 5072 - 5503000 - 60

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. **AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE.** RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: Reid Christina DATE: 11/9/21

DESTINATION: Denver, Colorado

PURPOSE: Growing School Gardens Summit

DATE(S): April 22-25 2022

Travel advance requested and required by the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Registration Fee	=	\$ _____
_____ # of meals @ \$10.00 per meal	=	\$ _____ 0.00
_____ Days lodging @ \$ _____ per night	=	\$ _____ 0.00
Total Advance	=	\$ _____ <b>0.00</b>

Fund #: \_\_\_\_\_ Line Item: \_\_\_\_\_

I hereby request authorization to travel outside Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. **I understand that I must submit a travel report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.**

Christina Reid 11/9/21  
EMPLOYEE SIGNATURE DATE

I hereby certify the above requested travel for official Lubbock County business directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. Related brochures or other supporting data are attached and 7 meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

Ronda Alexander 11/15/2021  
DEPARTMENT DIRECTOR DATE

**APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

**NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.**



(<https://schoolgardensummit.org>)



## ***SUMMIT OVERVIEW***

### **Schedule Overview - April 22-25, 2022**

#### **Friday - April 22**

- 12:00 Registration Opens
- Sprouts Comfort Station
- Welcome Day Experiences
- Evening Welcome Reception

#### **Saturday - April 23**

- Early Morning Exercise
- Breakfast, Lunch & Dinner
- General Sessions
- Workshops
- Optional Evening Activities

**Sunday - April 24**

- Early Morning Exercise
- Breakfast, Lunch & Dinner
- General Sessions
- Workshops
- Deeper Dive Sessions
- Offsite Dinner Event
- Optional Evening Party

**Monday - April 25**

- Early Morning Exercise
- Breakfast
- General Sessions
- Workshops
- Departure at 11:30 am

***REGISTRATION, SCHOLARSHIPS & LODGING INFORMATION***  
***([HTTPS://SCHOOLGARDENSUMMIT.ORG/REGISTRATION-LOGISTICS/](https://schoolgardensummit.org/registration-logistics/))***

## Summit Themes

Open All

- ▶ **Teaching in the Garden - Curriculum and Instructional Models ()**

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- ▶ **Designing and Maintaining Effective Outdoor Classrooms ()**

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- ▶ **Advancing Student Wellness Through Food and Nutrition Education ()**

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- ▶ **Training and Coaching Educators - Professional Development Models ()**

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- ▶ **Building Community Partnerships Beyond the School Garden Gates ()**

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- ▶ **Sharing Our Impact - Research, Assessment, and Storytelling ()**

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  - ▶ **Taking Action to Advance the School Garden Movement ()**

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  - ▶ **Building Resilient School Garden Program Models - Funding, Sustaining and Institutionalizing School Gardens ()**

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  - ▶ **Centering Our Work in Justice, Access, Equity, Diversity, and Inclusion ()**

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  - ▶ **Running an Effective School Garden Support Organization (SGSO) ()**

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## What Will Take Place

Guided by our Commitments and Values (<https://schoolgardensummit.org/summit-overview/#commitments>), the summit will have an innovative recipe for learning, including:

- Abundant, intentional opportunities to make authentic connections, build community, and learn from one another
- Workshop sessions (<https://schoolgardensummit.org/summit-overview/>) led by school garden professionals
- Deeper Dive (3 hour) workshop sessions
- Field experiences to explore innovative food and garden programs in Denver Area
- Engaging general sessions, including seasoned experts as well as inspirational school garden leaders taking the stage for the first time
- An Emerging Leaders Program to support young professionals in the field
- Opportunities to explore how we can work together to advance the national school garden movement

## Our Summit Commitments

### People - Place - Food

At this inaugural gathering the organizers are dedicated to hosting an experience that is respectful, representative of and accountable to our partners and participants. Below are the commitments, focused on People, Land (Place) and Food, that we are striving towards with the

design and implementation of this summit:

- Center our commitment to an equitable and just movement within all aspects of the summit's planning, engagement and practices.
- Creating a welcoming environment that considers the needs and comfort of all attendees with particular focus on responding to ability, religion, race ethnicity, and LGBTQ+.
- Increase accessibility by creating a gathering that is conscious of the cost associated with participation, strives for affordability and includes opportunities for financial support.
- Is respectful and engages with the local communities and economy, including acknowledging Native and indigenous people and their traditional lands the gathering will be hosted on
- Centralizing youth voices in a meaningful way
- Decreasing the summit's environmental impact by working with vendors, partners and participants to incorporate thoughtful actions and limiting waste.
- Sustainable, Enlightening Food Service

We are centering a commitment to building an equitable gathering, one that works to dismantle oppressive structures by fostering inclusion and justice. We acknowledge and celebrate diversity, and commit to ongoing dialogue, learning and building a more liberated system together.

## ***GROWING SCHOOL GARDENS SUMMIT***

A gathering to inform, inspire, and invigorate the school garden movement!

Connect with us at @sgsonetwork

#growingschoolgardens

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Home (<http://www.schoolgardensummit.org>)

Sprouts Healthy Communities Foundation (<https://about.sprouts.com/sprouts-foundation/>)

School Garden Support Organization Network (<http://www.sgsonetwork.org>)

Life Lab (<http://www.lifelab.org>)

Growing School Gardens Coast to Coast Videos (<https://growingschoolgardens.org/viewer-guide/>)

Website Photo Credits (<http://www.schoolgardensummit.org/photo-credits>)

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(<https://schoolgardensummit.org>)



## ***REGISTRATION & LOGISTICS***

### ***REGISTRATION, SCHOLARSHIP APPLICATION, & LODGING***

***REGISTRATION & SCHOLARSHIP APPLICATION***  
***([HTTPS://CVENT.ME/EODLKO](https://cvent.me/eodlko))***

Preview Registration & Scholarship Application Questions Here

(<https://docs.google.com/document/d/1ApMiZyY0PRGMvdLX8XLGiEfSxmzkfkbwkU3O85nbRSE/edit?usp=sharing>)



**Four Day Summit and Meals ~ \$450**

Scholarship applicants and those awaiting workshop submission notifications should note their status in the payment section of registration. Scholarship applicants and accepted presenters need to confirm participation by finalizing registration by January 15th, 2022.

### **Scholarship Criteria**