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U.S. House of Representatives

OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

110th Congress

**EMPLOYEE
POST-TRAVEL DISCLOSURE FORM**

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within 15 days after travel is completed. The Clerk is to make these forms publicly available as soon as possible after they are received. Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.

Name of Employee (print or type): Samantha Dassler Barlow (Einstein Fellow)

Name of Accompanying Family Member (if any): None

Relationship to Employee: Spouse Child Other (specify): _____

Date of Departure and Date of Return: 12/5/07, 12/9/07

Dates at Personal Expense: 12/8/07, 12/9/07

Itinerary (cities of departure – destination – return): Washington, DC - New York, NY - Washington, DC

Sponsor(s) (who paid for the trip): American Youth Policy Forum

Describe meetings and events attended (attach additional pages if necessary): See attached agenda

Attached to this form are EACH of the following (signify "yes" for each item by checking the corresponding box):

1. the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. the Privately-Sponsored Travel Approval Form completed by the employee; *and*
3. the Committee on Standards' letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (signify "yes" by checking box):

If not, explain: _____

Rajes

TRAVEL EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	\$266.80	\$1206.50	\$360.78
For accompanying family member:			

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:	\$93.00	Room rentals for sessions in hotel, ground transportation in NYC,
For accompanying family member:		(cont'd from above) and binders for participants

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF EMPLOYEE: Samantha Dassel Barlow

DATE: 12/18/07

I authorized this travel in advance. I have determined that all of the expenses listed above were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Congressman Silvestre Reyes

SIGNATURE OF SUPERVISING MEMBER: _____

DATE: 12/18/07

Version date 4/2007 by Committee on Standards of Official Conduct

STEPHANIE TUBBS JONES, OHIO
CHAIRWOMAN
GENE GREEN, TEXAS
LUCILLE ROYBAL-ALLARD, CALIFORNIA
MICHAEL F. DOYLE, PENNSYLVANIA
WILLIAM D. DELAHUNT, MASSACHUSETTS
WILLIAM V. O'REILLY,
CHIEF COUNSEL/STAFF DIRECTOR
DAWN KELLY MOBLEY,
COUNSEL TO THE CHAIRWOMAN

ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515-6328

November 27, 2007

DOC HASTINGS, WASHINGTON
RANKING REPUBLICAN MEMBER

JO BONNER, ALABAMA
J. GRESHAM BARRETT, SOUTH CAROLINA
JOHN KLINE, MINNESOTA
MICHAEL T. MCCAUL, TEXAS

TODD UNGERECHT
COUNSEL TO THE RANKING
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL
(202) 225-7103

Ms. Samantha Dassler Barlow
Office of the Honorable Silvestre Reyes
2433 Rayburn House Office Building
Washington, DC 20515

RECEIVED
NOV 30 2007
WASHINGTON, D.C.

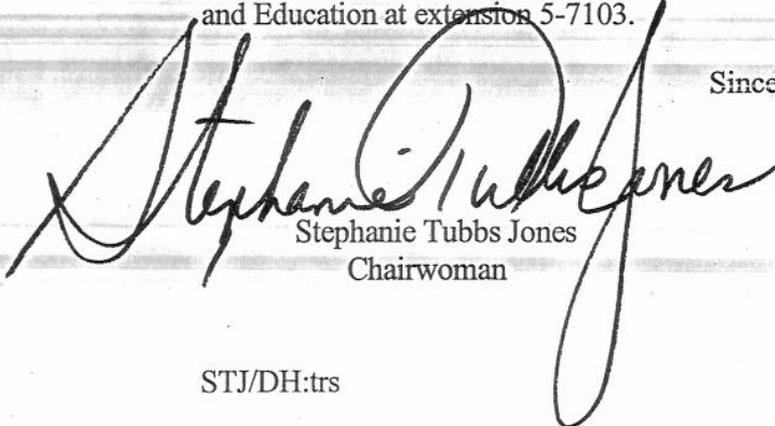
Dear Ms. Barlow:

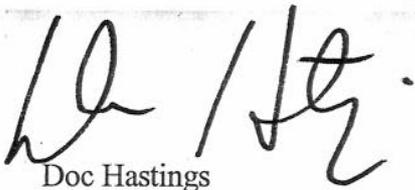
Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to New York City, New York scheduled for December 5 to 9, 2007 sponsored by the American Youth Policy Forum, of which two days will be at your own expense.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$305 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,


Stephanie Tubbs Jones
Chairwoman


Doc Hastings
Ranking Republican Member

STJ/DH:trs

U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers and Employees
(submit directly to the Committee)

FAXED to
Carol Dixon
57392
11/21/07
- Copy given
to Liza

This form should be completed by House Members, officers or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule XXV, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer or employee, together with the completed and signed Private Sponsor Travel Certification Form.

Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. A copy of this form will be made available for public inspection. Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.

1. Name of Member, officer or employee (traveler): Samantha Dassler Barlow (Einstein FELLOW)

2. Sponsor(s) (who will be paying for the trip): American Youth Policy Forum
Though a grant from the Carnegie Corporation of New York

3. Travel destination(s): New York, NY

4. a. Dates of travel: December 5-9, 2007
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: December 8-9, 2007

5. a. Name of accompanying family member (if any): NA
b. Relationship to Member/Officer: Spouse Child Other (specify): _____

6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? Yes No
b. If yes, check one of the following:
(1) Approval for one-night's lodging and meals is being requested: or
(2) Approval for two-nights' lodging and meals is being requested:
If "(2)" is checked, explain why the second night is warranted: _____

7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box): Contact Jennifer Lerner w/ AYPF for invitee list

8. Explain why participation in the trip is connected to your official or representational duties:
As an Albert Einstein Distinguished Educator Fellow on staff, my work duties include handling issues related to education and diversity. NYC has a variety of award winning education programs to learn from.

9. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Samantha Dassel Barlow

Name of Signatory (if other than traveler): _____

For staff, name of employing Member/Committee: Einstein Fellow - Congressman Silvestre Reyes

Office address: 2433 Rayburn House Office Building, Washington, D.C. 20515

Phone number: 202.225.4831

Email address: samantha.barlow@mail.house.gov

NOTE: You must complete the contact information fields above, as Committee staff may need contact you if additional information is required.

**FOR STAFF:
TO BE COMPLETED BY YOUR EMPLOYING MEMBER:**

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

[Signature]
Signature of Employing Member

Date: 11-21-07

If there are any questions regarding this form please contact the Committee:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 9/2007 by Committee on Standards of Official Conduct

U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): American Youth Policy Forum through a grant from the Carnegie Corporation of New York
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box):
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box):
4. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): The staffer in each who handles education issues
[A complete list available upon request from Jennifer Brown Lerner, American Youth Policy Form]
6. Dates of travel: December 5-7, 2007
7. Cities of departure - destination - return: Washington, DC - New York City - Washington, DC
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box):
9. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: or
 - b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
 - a. One-night's lodging and meals are being offered: or
 - b. Two-nights' lodging and meals are being offered:
If "b" is checked, explain why the second night is warranted: As our programs starts early on the morning of December 6th, we are asking our participants to arrive the night beforehand to be in place for our early start.

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify "yes" by checking box):
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: The American Youth Policy Forum is a non-profit organization whose mission is to provide learning opportunities to policymakers. We have selected New York City because of our previous work with the NYC Department of Education.
13. Describe each sponsor's organizational interest in the purpose of the trip: Through providing opportunities to meet with leaders and see firsthand best practices in education, we hope to better inform the dialogue at the national level surrounding providing a high quality education for all students.
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (i.e., a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: Participants can travel to New York City either via Amtrak or commercial flight (booked through our travel agent). While in New York City, transportation will provided by a chartered minibus.
15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify "yes" by checking box):
16. I represent that either (check one of the following):
- The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: or
 - The trip involves events that are arranged or organized *specifically with regard* to congressional participation:
If "b" is checked, detail the cost per day of meals (approximate cost may be provided): _____
17. Reason for selecting the location of the event or trip: New York City recently won the Broad Prize for Urban Education and has a variety of programs to learn from as well as national recognized leaders.
18. Name of hotel or other lodging facility: Crowne Plaza, New York
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$550 per night
20. Reason(s) for selecting hotel or other lodging facility: Location in midtown New York City and lowest group rate available during popular week in New York City. Please note the government rate is not available during this week.

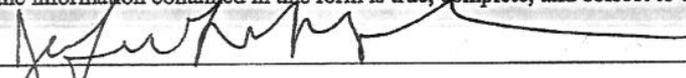
21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	300	1100	150
For each accompanying family member			

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	150	chartered minibus and copies of materials
For each accompanying family member		

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (*signify "yes" by checking box*):

23. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name and title: Jennifer Brown Lerner, Senior Program Associate

Organization: American Youth Policy Forum

Address: 1836 Jefferson Place NW, Washington, DC 20036

Telephone number: 202-775-9731

Fax number: 202-775-9733

Email Address: jlerner@aypf.org

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct
 U.S. House of Representatives
 HT-2, The Capitol
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)
 (202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct



**How New York City is Meeting the Varied Needs of Out-of-School Youth through
Multiple Pathways to Graduation
New York City
December 5-7, 2007**

Hotel

Crowne Plaza Times Square Manhattan

1605 Broadway, Manhattan, NY 10019

Phone: 212-977-4000

Web site: <http://manhattan.crowneplaza.com/>

December 5, 2007

Evening

Arrival of group

December 6, 2007

For the morning session, the group will be joined by teams from six cities working with the National League of Cities on issues of dropout reconnection and cross-system collaboration.

7:30 a.m.

Breakfast Available

Location: Crowne Plaza, Room 501/502

7:45-8:30 a.m.

Welcome and Introductions

AYPF and NLC IYEF staff

Location: Crowne Plaza, Room 501/502

8:30-9:45 a.m.

Panel: Cross-System Collaboration to Serve Disconnected Youth

Presenters: Kristin Morse, Director of Evaluation, Center for Economic Opportunity, Suzanne Lynn, Deputy Commissioner for Community Development, Department of Youth and Community Development, Peter Kleinbard, Youth Development Institute moderated by Leon Andrews, Program Director, NLC

Location: Crowne Plaza, Room 501/502

The goal of this panel is to continue to set the context for the participants and have them understand the other key players such as community partners, other city agencies or policymakers, state-level leaders, or advocacy organizations critical to building public will.

9:45-10:00 a.m.

Break

Emergency contact: Jennifer Brown Lerner at 202-374-9194



10:00–11:15 a.m.

Panel: District Role in Establishing Multiple Pathways

Presenters: JoEllen Lynch, CEO, Partnership Support Office, Department of Education; Leah Hamilton, Director, Office of Multiple Pathways to Graduation, Department of Education moderated by Betsy Brand, Director, AYPF
Location: Crowne Plaza, Room 501/502

The goal of this panel is to set the context for participants from a systems perspective. Presenters will discuss the development of the Multiple Pathways strategies.

11:30 a.m.

Board Bus for Site Visits

Boxed lunches will be available for participants to take to the site visit

12:15–2:15 p.m.

Lunch Briefing and Site Visit at West Brooklyn Community High School

Location: 1053 41st Street, Brooklyn, NY 11231

Liliana Polo, Principal & Karen McGovern, Program Director, Good Shepherd Services

West Brooklyn Community High School is a small transfer school jointly operated by the NYC Department of Education and Good Shepherd Services. The school has an enrollment of 200 students, many of whom have a history of truancy or have previously dropped out of school. Students may apply who are 16-21 years of age and have been enrolled in high school for at least one year. The school provides extensive support and services to students to ensure continued attendance and academic achievement. The school integrates a literacy and standards-based instructional model with the best practices in youth development.

2:30 p.m.

Board Bus for 2nd Site Visit

3:15-5:30 p.m.

Site Visit at John Adams Young Adult Borough Center

Location: 101-01 Rockaway Blvd, Ozone Park Queens 11417

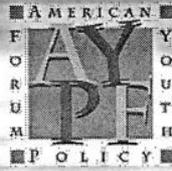
Edita Volovodovskaya, Assistant Principal and Barbara Tominovich, Program Director, Queens Community House

The John Adams Young Adult Borough Center (YABC) is a late afternoon and evening program designed to serve older students (17.5-21 years old) who have been in high school for at least four years and have earned 17 high school credits. The YABC, operated in partnership with Queens Community House, a local settlement house, has an ongoing enrollment of 250-300 students who are working to earn a high school diploma. Students receive student support services, college and post secondary planning, work readiness and career exploration, and paid internships.

5:30 p.m.

Board Bus to Return to Hotel

Emergency contact: Jennifer Brown Lerner at 202-374-9194



For the evening session, the group will be rejoined by the group of city teams.

6:30-7:30 p.m.

Networking Reception

Location: Crowne Plaza, Room 509/510

7:30-9:30 p.m.

Dinner

Location: Crowne Plaza, Room 509/510

Speaker: Michelle Cahill, Carnegie Corporation of New York

December 7, 2007 in New York City

Participants are asked to check-out of their rooms in advance of our first session.

7:30 am.

Breakfast Available

8:00- 9:30 a.m.

Joint Debriefing Session

Location: Crowne Plaza, Room 501/502

9:45 a.m.

Board Bus for Site Visits

Be prepared with luggage for those heading to Penn Station or airport.

10:30-12:30 p.m.

Site Visit at Manhattan Hunter Science High School

Location: 122 Amsterdam Avenue, Manhattan, NY 10023

Susan Kreisman, Principal and Cass Conrad, Director, Early College Secondary School Initiative, City University of New York

An early college high school collaboration between Hunter College and the Department of Education, Manhattan Hunter Science High School makes an unusual effort to ensure that students are prepared not only for college-level academics, but also for the freedom and responsibility of college life. The new school, housed on the top floor of the Martin Luther King (MLK) educational complex, is designed to address the troubling fact that more than one-third of college students nationally drop out before completing their freshman year. Students spend their first three years in classes in the MLK complex. Seniors spend their entire fourth year of high school on the Hunter College campus on the Upper East Side, taking a mix of high school and college-level courses. While lots of New York City high schools offer students the chance to take college courses, what makes Manhattan Hunter different is the level of support the students receive. Their high school English and social studies teachers travel with them to the college and offer regular classes there. While the students take college courses in math and science, the high school English and social studies teachers offer hand-holding and advice for all the subjects.

12:30-2:30 p.m.

Lunch and Debrief

Location: Manhattan Hunter Science High School

2:30 p.m.

Board Bus for Hotel, Penn Station, and Airport Drop-off

Flights from LaGuardia should not depart prior to 4:00 p.m.

Emergency contact: Jennifer Brown Lerner at 202-374-9194