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COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE **OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

Name of Traveler: Mary Catherine Cook

Employing Office/Committee: Senate HELP Committee (Chairman Lamar Alexander)

Travel Expenses Paid by (List all sources): KIPP Foundation "KIPP"

Travel Date(s): 8 October 2019 - 9 October 2019

Description/Title of Attached Forms: Senate_private sponsor travel certification form_Complete_Signed_v6.pdf

Purpose of Amendment (describe the reason for amending original submission):

To submit the private sponsor travel certification form that was approved by Senate Ethics prior to the trip. The previc submission included an older version

11/18/2019
(Date)

(Signature of Traveler)

(Revised 4/19/2010)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

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1. Sponsor(s) of the trip (please list all sponsors): KIPP Foundation "KIPP"

2. Description of the trip: Staff will travel to Newark, New Jersey from October 8-October 9, 2019 to visit a KIPP NJ school.

3. Dates of travel: 8 October 2019 - 9 October 2019

4. Place of travel: Newark, NJ

5. Name and title of Senate invitees: See Attachment

6. I *certify* that the trip fits one of the following categories:

   ☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

   OR

   ☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) *(see question 9)*.

7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

   AND

   ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

8. I *certify* that:

   ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

   AND

   ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**
I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

OR

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10).*

OR

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**
If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

KIPP Foundation is the organizer and conductor of the trip. KIPP sent out invitations, will book travel and will be the point of contact for conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

KIPP Foundation trains and develops leaders and educators to lead KIPP schools, including the KIPP NJ school that will be visited during the trip. Additionally, KIPP collaborates and provides tools and resources across KIPP schools, including KIPP NJ.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

KIPP Foundation has sponsored congressional trips in the past - in 2011, we sponsored travel to Nashville, TN for our national summit and in Jan 2019 we sponsored congressional staff to visit to KIPP schools in Los Angeles, CA.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

KIPP does provide information to a variety of stakeholders on KIPP's mission and on the needs of educationally underserved communities, more broadly.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$230/per participant--this includes round trip trains, the cost of transportation to and from school sites and taxis to and from Union Station	$145/ per night, per guest	$76 total; $26 for day of travel dinner; $8 for day of event breakfast; $16 for day of event lunch; $26 for dinner during return travel	None

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation **or** b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

The school is a recipient of federal funds and a high-achieving public charter school. The trip will provide staffers an opportunity to see best practices in real-time.

19. Name and location of hotel or other lodging facility:

Hotel Indigo Newark Downtown - 810 Broad Street, Newark, NJ 07102

20. Reason(s) for selecting hotel or other lodging facility:

The hotel is centrally located to both the school site and the Amtrak station.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging, meals, and other expenses provided to the trip partipants are within the maximum per diem rates according to the 2020 GSA per diem for Newark, NJ.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Mode of travel: Amtrak to and from Newark; Taxi to and from train stations; Bus for travel to/from hotel, school site and KIPP NJ office. Class of travel: Coach

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: _____

Name and Title: Richard Barth, Chief Executive Officer

Name of Organization: KIPP Foundation

Address: 135 Main Street, San Francisco, CA 94105

Telephone Number: 415-399-1556

Fax Number: N/A

E-mail Address: rbarth@kipp.org

Instructions

(Do not file the Instructions with OPR)

General Instructions

- The Senate Select Committee on Ethics ("Ethics Committee") has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the *Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, prior to filling out the *Private Sponsor Travel Certification Form* and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.

- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.

- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:

  a. the stated mission of the organization sponsoring the trip;
  b. the organization's prior history of sponsoring congressional trips, if any;
  c. other educational activities performed by the organization besides sponsoring congressional trips;
  d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
  e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
  f. whether there is an adequate connection between a trip and official duties;
  g. the reasonableness of the total amount spent by a sponsor of the trip;
  h. whether there is a direct and immediate relationship between a source of funding and an event;
  i. the maximum *per diem* rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
  j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
  k. any other factor deemed relevant by the Select Committee on Ethics.

  Consult the *Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, for further discussion of these factors.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.

- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least **thirty (30) days** before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

1. *Sponsor(s) of the trip (please list all sponsors):* A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.

2. *Description of the trip:* Provide a brief statement about the purpose of the trip.

3. *Dates of travel:* Provide the dates of departure and return.

4. *Place of travel*: Provide the destination(s) for the trip.

5. *Name and titles of Senate invitees:* Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.

6. *I certify that the trip fits one of the following categories:* A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.

7. *Financing of the trip, earmarked funds and in-kind contributions:* Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.

8. *Lobbyist/agent of a foreign principal involvement:* Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a *de minimis* way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

   Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a *de minimis* level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. *Lobbyist/agent of a foreign principal accompaniment standards:* Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. *At any segment of the trip* means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). *At any point throughout the trip* means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a *de minimis* way. This is a broader prohibition than the *at any segment of a trip* standard.

   "De minimis" exception: Both lobbyist/agent of a foreign principal "accompaniment" prohibitions include a *de minimis* exemption. *De minimis* means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered *de minimis*. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

10. *If travel includes two overnight stays:* The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.

11. *An itinerary for the trip is attached to this form:* The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.

12. *Briefly describe the role of each sponsor in organizing and conducting the trip:* A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.

13. *Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:* Provide a brief description of the stated mission of each sponsor and how it relates to the trip.

14. *Briefly describe each sponsor's prior history of sponsoring congressional trips:* Provide a brief discussion of the sponsor's history of sponsoring congressional travel. It is not necessary to list every trip.

15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.

16. *Total expenses for each participant:* Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

17. *Congressional participation:* For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be "reasonable" in accordance with Ethics Committee regulations.

18. *Reason for selecting the location of the event or trip:* The location of the trip *must be related to its purpose.* A brief but detailed description of the reason for the selection of the location must be provided.

19. *Name and location of hotel or other lodging facility:* Include the exact name and address of the hotel or other lodging facility.

20. *Reasons for selecting hotel or other lodging facility:* Provide an explanation of the sponsor's rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.

21. *Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel:* Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government *per diem* rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.

22. *Describe the type and class of transportation being provided:* While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.

23. *Expenses for recreational activity, alcohol, or entertainment:* The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.

24. *List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:* Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.

25. *Certification:* The trip sponsor *must* sign the form and certify that the information is true, complete, and correct. For trips with more than one sponsor, each additional sponsor *must* complete its own signature page and certify that the information contained in the form is true, complete, and correct.

Addendum: Invite

From: KIPP School Visit
To: "MaryCatherine_Cook@help.senate.gov"
Subject: Invite: KIPP/KIPP NJ Congressional Visit to Newark, NJ_8-9 October 2019
Date: Thursday, August 22, 2019 10:34:00 AM

Good morning Mary Catherine,

On behalf of the KIPP Foundation and KIPP New Jersey, we would like to invite you to a school tour and informational briefing on **October 9th, 2019 in Newark, New Jersey (travel Oct 8th)**. The visit will include a tour of KIPP TEAM Academy Middle School and include a ~~panel~~ discussion with community leaders and KIPP NJ leadership focused on KIPP's partnerships with the community. We will also hold a lunch event highlighting how we all can create a better future for students, educators, and families in Newark, Camden, and nationwide. KIPP New Jersey is a non-profit, free, open-enrollment, public charter schools with a track record of success in preparing students to lead choice-filled lives. Please see the below invite for more details.

If you or one of your colleagues from your office are interested in attending, Please RSVP to schoolvisit@kipp.org no later than August 30th, 2019. Travel and lodging expenses can be covered in accordance with the Senate and House Committees on Ethics' travel regulations. Travel paperwork will be due to the Ethics Committee NO LATER THAN 11:59 PM on September 9th, 2019.

Thank you for considering this exciting opportunity.

Very Respectfully,

Scott Quinn
Special Coordinator – Policy, Advocacy and Community Engagement
Office of Policy and Public Affairs | **KIPP Foundation**
Office: (202) 441-0032

Rebeca Shackleford
Analyst – Federal Policy and Advocacy
Office of Policy and Public Affairs | **KIPP Foundation**
Office: (202) 549-8284

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KIPP:

JOIN US FOR A SPECIAL SCHOOL TOUR

OCTOBER 8-9TH
NEWARK, NJ

KIPP:NJ

You're Invited

You're invited to a special tour of KIPP New Jersey

OCTOBER 8-9TH — NEWARK, NJ

Amtrak Destination: Newark Penn Station
Hotel: Hotel Indigo Newark Downtown | 810 Broad St, Newark, NJ 07102
School: KIPP SPARK Academy (GRADES K-4) | 230 Halsey St, Newark, NJ 07102

OCTOBER 8

7:00 PM
Arrival and Hotel Check-In

OCTOBER 9

8:45 AM
Depart Hotel Indigo

9:15 AM - 10:00 AM
Breakfast and Introductions

10:00 AM - 12:00 PM
Visit KIPP SPARK Academy and Panel Discussion *(KIPP & COMMUNITY PARTNERSHIPS)*

12:00 PM - 12:30 PM
Depart KIPP SPARK Academy and travel to KIPP NJ Main Office *(60 PARK PLZ, SUITE 802, NEWARK, NJ 07102)*

12:30 PM - 1:30 PM
Lunch at KIPP NJ Main Office and Presentation *(CREATING THE FUTURE OF NEWARK AND CAMDEN)*

1:30 PM - 2:00 PM
Debrief with KIPP Foundation and KIPP New Jersey

2:00 PM
Departure

Travel and lodging expenses can be covered in accordance with the Senate and House Committees on Ethics Travel Regulations.

For further information or to RSVP, please respond by August 30th at schoolvisit@kipp.org

KIPP:

KIPP, the Knowledge Is Power Program, is a national network of free, open-enrollment, college preparatory public charter schools with a track record of preparing students in under-resourced communities to live fulfilling, economically self-sufficient, choice-filled lives. There are currently 242 schools nationwide serving over 100,000 students, from Pre-K through 12th grade. Ninety-five percent of KIPP students are African American or Latinx, and 88% are low-income students. In 2016, KIPP students met or exceeded the national average for growth targets nationwide. KIPP alumni are also completing a four-year college degree at three times the rate of their peers.

KIPP:NJ

KIPP New Jersey schools are part of the nationally recognized KIPP non-profit network of college-preparatory, free, public charter schools educating elementary, middle, and high school students. In 2002, KIPP New Jersey first opened its doors in Newark's South Ward as a single class of 80 fifth graders and has since grown to serve over 5,800 students in grades K-12 in Newark and Camden. More than 88% of KIPP New Jersey students currently qualify for free or reduced meals. In the next few years, KIPP New Jersey will have fifteen schools in Newark and ten in Camden. By offering highly effective educators with strong bonds to families, more time in school learning, services that support a variety of student needs, and a culture focused on achievement.

Addendum: Detailed Schedule

October 8, 2019

Time	Event	Location	Notes
4:00PM	Depart Washington, DC via Amtrak	Union Station - 50 Massachusetts Ave NE, Washington, DC 20002	
7:00PM	Arrive in Newark via Amtrak and Check-In at Hotel	Hotel Indigo Newark Downtown – 810 Broad Street, Newark NJ 07102	

October 9, 2019

Time	Event	Location	Notes
8:45am	Meet in Hotel Indigo Lobby	810 Broad St, Newark, NJ 07102	
8:55am	Depart Hotel Indigo Lobby for KIPP SPARK Academy	810 Broad St, Newark, NJ 07102	
9:05am	Arrive at KIPP SPARK Academy	230 Halsey St, Newark, NJ 07102	
9:15am-10:00am	Breakfast and Introductions by KIPP NJ Leadership	230 Halsey St, Newark, NJ 07102	Introduction from Ryan Hill, CEO KIPP NJ; Tamika Killins, Interim School Leader; Joanna Belcher, Executive Director of KIPP Newark; Jenna Marcus, School Leader
10:00-11:00am	Tour of KIPP SPARK Academy	230 Halsey St, Newark, NJ 07102	Tour KIPP SPARK Academy, including ELA, Math, Science, and Specials classes
11:00-12:00pm	Depart KIPP SPARK for KIPP NJ Main Office	60 Park Pl #802, Newark, NJ 07102	
12:00pm	Panel Discussion with KIPP NJ Leadership and Community Partners	60 Park Pl #802, Newark, NJ 07102	Subject: KIPP/Community Partnerships • Becky Scudieri, KIPP Through College Teammate • Akbar Cook, West Side High School Principal • Halima Moore, American History Guidance Counselor • Tiandra Kimbrough, KIPP NJ Alum • Moderator: Joanna Belcher
12:15pm	Lunch and Presentation	60 Park Pl #802, Newark, NJ 07102	Presentation: Charters Impact on Newark
12:30-1:30pm	Debrief with KIPP Foundation and KIPP NJ Leadership	60 Park Pl #802, Newark, NJ 07102	Q&A period with KIPP Foundation Staff and KIPP NJ Staff

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1:30-2:00pm	Depart for Newark PENN Station and travel back to Washington, DC	1 Raymond Plaza West &, Market St, Newark, NJ 07102	

Private Sponsor Travel Certification Attachments

Sponsor: KIPP Foundation

Dates of Travel: October 8-9, 2019

Question #5: Name and Title of Senate Invitees

Staffer First Name	Staffer Last Name	Title	Office
Elizabeth	McKay	Legislative Correspondent	Senator Johnny Isakson
Christina	Henderson	Legislative Assistant	Senator Chuck Schumer
Lindsay	Linhares	Senior Policy Adviser	Senator Cindy Hyde-Smith
Julia	Sferlazzo	Legislative Assistant	Senator Bob Casey
Dana	Richter	Senior Policy Adviser	Senator Shelley Moore Capito
Rebecca	Howard	Legislative Assistant	Senator Doug Jones
Karen	McCarthy	Senior Legislative Assistant	Senator Lisa Murkowski
Jaime	Varela	Legislative Correspondent	Senator Marco Rubio
Christine	Thompson	Deputy Chief of Staff	Senator Mike Enzi
Megan	Thompson	Senior Policy Advisor	Senator Jacky Rosen
Brad	Middleton	Education Policy Director	Senator Dick Durbin
Elvia	Montoya	Legislative Assistant	Senator Jeff Merkley
Emily	Smith	Legislative Assistant	Senator Chris Murphy
Andrew	Burnett	Legislative Assistant	Senator Richard Shelby
Kurt	Lynch	Legislative Aide	Senator Catherine Cortez Masto
Karishma	Merchant	Senior Education Advisor	Senator Tim Kaine
Erica	Anhalt	Senior Legislative Assistant	Senator Jeanne Shaheen
Lenna	Aoki	General Counsel	Senator Brian Schatz
Brenna	Barber	Education Policy Adviser	Senator Tina Smith
Zach	Bennett	Legislative Assistant	Senator Rand Paul
Rowan	Bost	Legislative Aide	Senator Susan Collins
Tim	Carlton	Policy Advisor	Senator Bill Cassidy
Kyle	Christian	Legislative Assistant	Senator Jerry Moran
Caryn	Compton	Chief of Staff	Senator Bernie Sanders
Joshua	Delaney	Senior Education Policy Advisor	Senator Elizabeth Warren
Meghan	Dorn	Legislative Aide	Senator Lindsey Graham
Allison	Feikes	Legislative Assistant	Senator Mike Braun
Moira	Lenehan-Razzuri	Senior Policy Adviser	Senator Jack Reed
Cassie	Leonard	Legislative Assistant	Senator John Kennedy
Nia	Lesesne	Legislative Assistant	Senator Cory Booker
Alexandra	Lowe-Server	Legislative Assistant	Senator Kirsten Gillibrand
T.J.	Lucas	Legislative Aide	Senator Joe Manchin
Kelsey	Mellette	Legislative Assistant	Senator Kamala Harris

Brian	Moulton	General Counsel and Policy Advisor	Senator Tammy Baldwin
Anna	Newton	Legislative Correspondent	Senator Lamar Alexander
Josh	Sanders	Legislative Assistant	Senator Bob Menendez
Conor	Sheehey	Legislative Assistant	Senator Tim Scott
Daniel	Sullivan	Counsel/Legislative Assistant	Senator Pat Toomey
Kathryn	Toomajian	Senior Adviser	Senator Patrick Leahy
Chris	Toppings	Legislative Director	Senator Richard Burr
Alex	Vargo	Legislative Assistant	Senator Mitt Romney
Brittany	Weaver	Legislative Assistant	Senator Maggie Hassan
Bryan	Wells	Legislative Assistant	Senator Pat Roberts
Adzua	Agyapon	Education Professional Staff Member	Senate HELP Committee
Jake	Baker	Education Professional Staff Member	Senate HELP Committee
Mary	Barry	Education Policy Adviser	Senate HELP Committee
Manuel	Contreras	Policy Advisor	Senate HELP Committee
Kara	Marchione	Education Policy Director, Dem	Senate HELP Committee
Bob	Moran	Education Policy Director	Senate HELP Committee
Matthew	Stern	Education Professional Staff Member	Senate HELP Committee
Mary Catherine	Cook	Research Assistant	Senate HELP Committee

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