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**From:** Staton, Jennifer A  
**Sent:** Wednesday, May 2, 2018 11:28 AM  
**To:** 'Meyerhofer, Kelly'  
**Cc:** Foster, James H  
**Subject:** Re: FOIA #27: Trip documentation for North Carolina school visits  
**Attachments:** Trip documents.pdf

Kelly,

Please see the attached.

Jennifer Staton, MS, CSP  
Risk Manager  
Beaufort County School District  
843-322-2355 (w) | 843-812-6405 (m)

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**From:** Meyerhofer, Kelly [<mailto:kmeyerhofer@islandpacket.com>]  
**Sent:** Tuesday, April 24, 2018 2:30 PM  
**To:** Staton, Jennifer A <[Jennifer.Staton@beaufort.k12.sc.us](mailto:Jennifer.Staton@beaufort.k12.sc.us)>; Foster, James H <[James.Foster@beaufort.k12.sc.us](mailto:James.Foster@beaufort.k12.sc.us)>  
**Subject:** FOIA #27: Trip documentation for North Carolina school visits

April 24, 2018

Jennifer Staton  
Beaufort County School District  
2900 Mink Point Boulevard  
Beaufort, South Carolina 29902

Ms. Staton:

Pursuant to South Carolina's Freedom of Information Act, I am making a public records request for copies of any and all documentation associated with a 9/30/13 trip by Dr. Jeffrey Moss to "visit schools in North Carolina," as indicated in the district's response to my FOIA request #7. The documentation should include, but not be limited to receipts, invoices, travel request forms, reimbursements and checks, including check # 161324 dated 10/11/13.

If the BCSD retains records responsive to my request, but is withholding the records, please cite the specific legal exemption(s) you are using to withhold.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes, so I ask you to waive any and all fees. In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request be filled electronically, by e-mail attachment if available or jump drive if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 20 business days, as the statute requires.

Thanks,  
Kelly

--

Kelly Meyerhofer  
Education and Projects Reporter  
The Island Packet | The Beaufort Gazette  
843-706-8136  
[kmeyerhofer@islandpacket.com](mailto:kmeyerhofer@islandpacket.com)  
@kellymeyerhofer

Vendor No.	Vendor Name		Check No.	Check Date	Check Amount
10888	JEFFREY CHARLES MOSS		00161324	10/11/2013	361.75
Invoice Date	Invoice Number	Invoice Description	PO Number	GL Account Numbers	Net Invoice Amount
09/30/2013	TRV093013	TRAVEL 09/30/13		10023201 533203	361.75



**Beaufort County School District**  
 Post Office Drawer 309  
 Beaufort, South Carolina 29901-0309  
 Accounts Payable

Vendor Number: 10888  
 Check Date: 10/11/2013  
 Check Number: 00161324  
 \$ 361.75

Pay Three Hundred Sixty One DOLLARS and 75 cents \*\*\*\*\*

To The Order Of JEFFREY CHARLES MOSS  
 01 DESC  
 0000C

**File Copy  
 Non-negotiable**

AP



**Beaufort County School District**  
 Post Office Drawer 309  
 Beaufort, South Carolina 29901-0309  
 Accounts Payable

FORWARDING SERVICE REQUESTED

00161324

JEFFREY CHARLES MOSS  
 01 DESC  
 , 00000

Name: Moss, Jeffrey

Last Name First

Employee ID# 10888  
Vendor #: 10888

**BEAUFORT COUNTY SCHOOL DISTRICT  
TRAVEL REQUEST/REIMBURSEMENT FORM**

check one:  Travel Request  Travel Reimbursement  
School/Dept: \_\_\_\_\_ DES/Supintendent \_\_\_\_\_

Office Use: *Ck for Accuracy*  
Pg # of # \_\_\_\_\_  
(submit to supervisor for signature)  
(submit to Accounts Payable after approval and copies attached)

**TRV093013**

Purpose of travel/name of event: Visit Schools in North Carolina

DATE	TIME	AM OR PM	DEPARTURE POINT School name or other District site or other address: Number, Street, City, State	ARRIVAL POINT School name or other District site or other address: Number, Street, City, State	AUTO MILES Total 1 Total 2	BKST	LUNCH	LODGING	REGIS. FEES	OTHER	TOTAL 1	TOTAL 2
09/30/13			2900 Mink Point Blvd, Beaufort, SC	1892 Poleta Road, Clayton, NC	293.05	5.00					298.05	
09/30/13			1892 Poleta Road, Clayton, NC	11964 NC 50 Hwy N, Willow Spring, NC	13.47						13.47	
09/30/13			11964 NC 50 Hwy N, Willow Spring, NC	13353 N Carolina 210, Benson, NC	10.44						10.44	
09/30/13			13353 N Carolina 210, Benson, NC	2900 Mink Point Blvd, Beaufort, SC	270.2						270.2	
					<b>Total 1</b>						<b>392.00</b>	
					<b>Total 2</b>							<b>331.75</b>

**SPECIAL SECTION:** Employees are allowed reimbursement for actual lodging expenses, *not to exceed the current maximum rates allowed by the U.S. General Services Admin. (www.gsa.gov)* If a higher rate is being requested, place a check mark beside the appropriate code in the box below. Reimbursement is subject to Superintendent approval. **FORM MUST BE COMPLETED ELECTRONICALLY.**

- 1. Federal lodging rate was requested and denied (complete next line)
- 2. Event was held at the lodging site
- 3. A block of rooms was held for attendees at a special conference rate.

- 4. Hotel distance is cost effective for traveler to conduct business versus the cost of mileage.
- 5. Traveler is sharing room with another employee.
- 6. Hotel selection is based on safety consideration for employee traveling alone.

Itemize expenses claimed in "Other" column above:

Amount

Cost Distribution: Account # 10023201-533203

Balance requested \$361.95

Account #	10023201-533203
Account #	
Account #	
<b>Total</b>	<b>0.00</b>

I hereby affirm that the above expenses were actually incurred by me as necessary in performance of my official duties, that any per diem, lodging included in a registration fee or payments charged to the BCSD have been deducted from my claim and that my employer has provided coverage of these costs, and that this claim is true and correct in every material matter and conforms to BCSD regulations.

Employee Signature

*[Signature]*  
10-7-13

Supervisor/Designee Approval

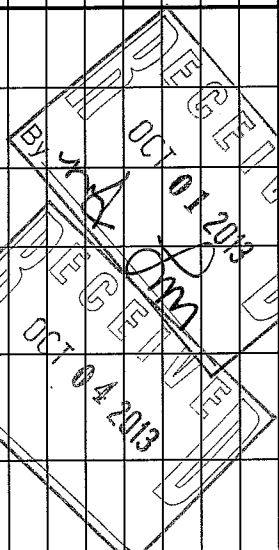
*[Signature]*

Date Submitted

Superintendency/Designee Approval of Lodging Rate Exception

Adopted by Board:  
Date: \_\_\_\_\_

10/1/13





**NEA Members**  
Auto Insurance Program

1-877-411-1427

Beaufort, SC to  
Cleveland High School  
Johnston County Sheds, NC  
to Lunch to  
McBee's Elem. / Middle Sch.  
Complex - Johnston County Sh.  
to Beaufort, SC  
580 miles

1892 Poleta Road  
Clayton, NC 27520

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Stephen's Bar-B-Q  
11964 NC 50 Hwy N  
Willow Spring, NC

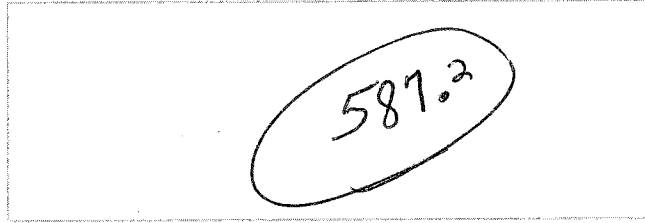
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13353 N. Carolina 210  
Benson, NC 27504




Trip to:  
**Clayton, NC 27520**  
293.05 miles / 4 hours 42 minutes

Notes





**A** 2900 Mink Point Blvd, Beaufort, SC 29902-5873

- 



1. Start out going **west** on **Mink Point Blvd** toward **Stone Marten Dr.** [Map](#) **1.0 Mi**  
1.0 Mi Total

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- 



2. Turn **right** onto **Parris Island Gtwy / SC-280.** [Map](#) **2.4 Mi**  
3.4 Mi Total

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- 




3. Turn **left** onto **Trask Pky / US-21 N.** [Map](#) **12.0 Mi**  
15.4 Mi Total

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- 



4. Enter next roundabout and take the 1st exit. [Map](#) **0.3 Mi**  
15.7 Mi Total

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- 




5. Turn **slight right** onto **Trask Pky / US-17 S / US-21 N.** Continue to follow **US-17 S.** [Map](#) **8.0 Mi**  
23.7 Mi Total

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- 



6. Merge onto **I-95 N** toward **Florence** (Crossing into **North Carolina**). [Map](#) **246.4 Mi**  
270.1 Mi Total

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- 




7. Merge onto **I-40 W** via **EXIT 81** toward **Raleigh.** [Map](#) **16.5 Mi**  
286.6 Mi Total

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- 


8. Take the **NC-42** exit, **EXIT 312**, toward **Clayton / Fuquay-Varina.** [Map](#) **0.3 Mi**  
286.9 Mi Total

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- 



9. Turn **right** onto **NC 42 Hwy W / NC-42.** [Map](#) **4.2 Mi**  
291.2 Mi Total

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- 


10. Turn **right** onto **Amelia Church Rd.** [Map](#) **1.1 Mi**  
292.3 Mi Total

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- 


11. Turn **left** onto **Barber Mill Rd.** [Map](#) **0.4 Mi**  
292.6 Mi Total

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- 

12. Turn **right** onto **Country Ln.** [Map](#) **0.4 Mi**  
293.0 Mi Total

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- 

13. Welcome to **CLAYTON, NC 27520.** [Map](#)

**B** Clayton, NC 27520

Total Travel Estimate: **293.05 miles - about 4 hours 42 minutes**



Trip to:

**11964 Nc 50 Hwy N**

Willow Spring, NC 27592-7992

13.47 miles / 20 minutes

Notes



**Clayton, NC**



1. Start out going **northwest** on **E Main St** toward **N Lombard St**. [Map](#)

**0.02 Mi**  
0.02 Mi Total



2. Take the 1st **left** onto **S Lombard St**. [Map](#)

**1.0 Mi**  
1.1 Mi Total



3. **S Lombard St** becomes **NC 42 Hwy W / NC-42 W**. [Map](#)

**8.1 Mi**  
9.1 Mi Total



4. Turn **left** onto **NC-50 N / NC-50**. [Map](#)

**4.3 Mi**  
13.5 Mi Total



5. **11964 NC 50 HWY N**. [Map](#)



**11964 Nc 50 Hwy N, Willow Spring, NC 27592-7992**

Total Travel Estimate: **13.47 miles - about 20 minutes**

**BOOK TRAVEL** with **mapquest** (877) 577-5766

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Trip to:  
**Benson, NC 27504**  
10.44 miles / 11 minutes

Notes

**11964 Nc 50 Hwy N, Willow Spring, NC 27592-7992**

1. Start out going **southeast** on **NC-50 N / NC-50** toward **Dixon Rd.** [Map](#) **1.3 Mi**  
*1.3 Mi Total*

2. Turn **left** onto **NC-210.** [Map](#) **1.2 Mi**  
*2.5 Mi Total*

3. Merge onto **I-40 E** toward **Benson.** [Map](#) **6.6 Mi**  
*9.1 Mi Total*

4. Take the **NC-242** exit, **EXIT 325**, toward **US-301 / Benson.** [Map](#) **0.3 Mi**  
*9.4 Mi Total*

5. Turn **right** onto **NC-242.** [Map](#) **1.1 Mi**  
*10.4 Mi Total*

6. Welcome to **BENSON, NC 27504.** [Map](#)

**Benson, NC 27504**

Total Travel Estimate: **10.44 miles - about 11 minutes**

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Trip to:

**2900 Mink Point Blvd**

Beaufort, SC 29902-5873

270.20 miles / 4 hours 18 minutes

Notes

**Benson, NC**

- 1. Start out going **southeast** on **NC-242 / W Main St / NC-50** toward **S Ellis Dr.** [Map](#) **0.5 Mi**  
*0.5 Mi Total*
- 2. Merge onto **I-95 S** toward **Dunn** (Crossing into **South Carolina**). [Map](#) **245.5 Mi**  
*246.0 Mi Total*
- 3. Merge onto **US-17 N** via **EXIT 33** toward **Beaufort / Point South / Charleston / Parris Island.** [Map](#) **8.6 Mi**  
*254.6 Mi Total*
- 4. Merge onto **Trask Pky / US-21 S** toward **Beaufort.** [Map](#) **12.1 Mi**  
*266.8 Mi Total*
- 5. Turn **right** onto **SC-280 / Parris Island Gtwy.** [Map](#) **2.4 Mi**  
*269.2 Mi Total*
- 6. Turn **left** onto **Mink Point Blvd.** [Map](#) **1.0 Mi**  
*270.2 Mi Total*
- 7. **2900 MINK POINT BLVD** is on the **right.** [Map](#)

**2900 Mink Point Blvd, Beaufort, SC 29902-5873**

Total Travel Estimate: **270.20 miles - about 4 hours 18 minutes**

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