



Professional Development / Conference
Employee Travel Request Form

Building: District

Name(s): 1. Amy Bertel

2. Tammy Schneider

3. Christy Collins

4. Cole Zook

5. Amber Greco

6. Andrea Korreck

Event / Conference: Midwest Symposium for Leadership in Behavioral Disorders

Travel Destination (City/State): Kansas City, Missouri

Date(s): Leave: March 4, 2026 Return: March 7, 2026

Registration Approximate **Total Cost:** \$ 1,500 / \$ 250 per person

Hotel Approximate **Total Cost:** \$ 3,600 / \$ 600 per person

Flight Approximate **Total Cost:** \$ 1,800 / \$ 300 per person

Car Rental Approximate Cost: \$ NA

Pre-Travel Approval Signatures

Principal: 

Date: _____

Superintendent: 

Date: 9/29/25

FCS Board of School Trustees: _____

Date: _____