

HARVEY PUBLIC SCHOOLS DISTRICT 152
CONFERENCE/CONVENTION/WORKSHOP ATTENDANCE REQUEST

Please submit your request with all support at least TWO WEEKS BEFORE requested C/W/W date(s).

Name of Person (please print): Roxie Thomas

Grade/Subject/School: Whittier Elementary School

Location of C/C/W: Kansas City, Missouri

Give a tentative summary of expected expense(s):

Registration: \$ 380.00
Travel: Southwest \$ 164.20 - Requested flight attached
Food: @ 6 Days \$ _____
Lodging: \$ 668.00
Other: Parking \$ 35.00
Estimated Total: \$ 1,247.20

Will a substitute be required? ___ Yes No All Day ___ A.M. ___ P.M.

LONG RANGE PLANS ___ GOALS ___ Explain what you desire to gain by attendance.

To enhance Academic Achievement
of students.

Roxie Thomas

Principal's Sig./Date

[Signature] 9/8/14

Administrator's Sig./Date

NOTE: IF APPROVED, A WRITTEN REPORT MUST BE SUBMITTED TO THE PROGRAM ADMINISTRATOR WITHIN TWO WEEKS AFTER THE CONFERENCE/CONVENTION/WORKSHOP. ALONG WITH THE APPLICABLE EXPENSE REPORT. EXPENSES WITHOUT VALID RECEIPTS WILL NOT BE HONORED.

Approved Date: _____

Disapproved Date: _____

Account Name/Number: _____ P.O. # _____

CHECK REQUEST: _____ Accounts Payable _____ Payroll _____ Imprest _____

Substitute Account Name/Number: _____

Name of Substitute Called: _____

[Signature]
Business Manager Signature/Date

[Signature]
Superintendent's Signature Date

COPIES TO: _____

FORM #140 REVISED 8/01

SEP 8 14 11:21 AM



* Pd. for conference & hotel in advance.

Housing Reservation Confirmation**Reservation Confirmation #: 040487**

Hotel:	Kansas City Marriott Downtown
Room Type:	Single/Double
Nightly Rate:	\$167.00 / night
Check-In Date:	11/19/2014
Check-Out Date:	11/23/2014
Primary Occupant:	Roxie Thomas
Room Requests:	Double Bed Requested
Credit Card Holding Room:	Roxie Thomas (MasterCard - 5729)
Estimated Cost of Stay:	\$668.00



[Information](#) [Register](#) [Hotel](#)

Welcome rthomas
[Your Account](#) | [Logout](#) | [Help](#)

[Your Information](#) [Registration Plan](#) [Spouse, Workshop, and Additional Item Registration](#) [Review Your Selections](#) [Payment](#) [Confirmation](#)

Payment Processing Results

Payment Processing Successful

Invoice #: 52940
 Transaction #: 72597

Please print this page for your records.
 Note that you will also be receiving an e-mail message shortly confirming your purchase.

Registration Details

Attendee: Roxie Thomas

ITEM DESCRIPTION	PRICE	TOTAL
Individual Non-Member BASIC	\$380.00	\$380.00
PAID		\$380.00
TOTAL PAID		\$380.00

[Conference Links](#) [Information](#) [Registration](#) [Hotel](#)

NABSE 2014



[Information](#) [Register](#) [Hotel](#)

Welcome rthomas

[Your Account](#) | [Logout](#) | [Help](#)

Housing Reservation Confirmation

[Make Another Reservation](#)

Reservation Confirmation #: 040487 [\[view all\]](#) [\[email confirmation info\]](#)

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[Make Duplicate Reservation](#)

[« MODIFY](#) [CANCEL »»](#)

[CONTINUE »»](#)

[Conference Links](#) [Information](#) [Registration](#) [Hotel](#)

NABSE 2014

Español 



PLAN A TRIP SPECIAL OFFERS RAPID REWARDS® 

Chicago (Midway), IL to Kansas City, MO

Air

Total Price: **\$164.20**

ITINERARY

DEPART NOV 18 TUE	12:50 PM Depart Chicago (Midway), IL (MDW) on Southwest Airlines 02:20 PM Arrive in Kansas City, MO (MCI)	Flight # 2961 Southwest+ WiFi available	Tuesday, November 18, 2014 Travel Time 1 h 30 m (Nonstop) Wanna Get Away
RETURN NOV 23 SUN	03:05 PM Depart Kansas City, MO (MCI) on Southwest Airlines 04:30 PM Arrive in Chicago (Midway), IL (MDW)	Flight # 4144 Southwest+ WiFi available	Sunday, November 23, 2014 Travel Time 1 h 25 m (Nonstop) Wanna Get Away

What you need to know to travel:

Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com® or your mobile device. Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board. WiFi, TV, and related services may vary and are subject to change based on assigned aircraft. [Learn More](#)

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity	Total
Depart	MDW-MCI	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1	\$67.10
Return	MCI-MDW	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1	\$97.10
Enroll in Rapid Rewards and earn at least 759 Points for this trip. Already a Member? Log in to ensure you are getting the points you deserve.				Subtotal	\$164.20 Fare Breakdown
You can't find this great fare on any other website. Southwest fares are only on southwest.com ®.				1st and 2nd Checked Bags Fly Free®* <small>*Weight and size limits apply.</small>	Bag Charge \$0.00
					Air Total: \$164.20

[Modify Trip](#)

Purchase your shopping cart... [Continue](#)
By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase



Get \$100 Statement Credit* after first purchase & Earn 10,000 Bonus Points

[Apply Now](#)

*Ticket price and statement credit may post on separate statements.

Ticket Price: \$164.20
 Credit Card Statement: -\$100.00
Total After Statement Credit: \$64.20

Add a Hotel

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.



Harrah's North Kansas City
\$128/night

4 Star Rating

[View Details](#)

Search for hotels in Kansas City (11/18/2014 - 11/23/2014)

Close To (optional)
 Center of destination within 30 miles

Show Only (optional)
 Hotel Chains Shop All Hotel Chains [Find Hotels](#)

Add a Car

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.



Kansas City, MO - MCI | 11/18/2014 | 11/23/2014

Vehicle Type (optional) Economy | Which Company? (optional) Shop All

Advanced Search

Find Cars

Trip Total \$164.20

Modify Trip

Purchase your shopping cart... By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase Continue

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