

HARVEY PUBLIC SCHOOLS DISTRICT 152

CONFERENCE/CONVENTION/WORKSHOP ATTENDANCE REQUEST

Please submit one copy of any information you may have concerning this request at least TWO WEEKS BEFORE requested C/C/W date(s).

Name of Person (please print): Dr. Sophia Jones-Redmond

Grade/Subject/School: Central office

Name/Date of C/C/W: June 28 - July 1, 2015

Location of C/C/W: ISTE Conference Philadelphia

Give a tentative summary of expected expenses(s):

Registration:	\$	<u>959⁰⁰</u>
Travel:	\$	<u>580⁰⁰</u>
Food:	\$	<u>TBD</u>
Lodging:	\$	<u>232(per night)</u>
Other:	\$	<u></u>
Estimated Total:	\$	<u></u>

Will a substitute be required? Yes No All Day? Yes No AM PM

LONG RANGE PLAN GOAL Explain what you desire to gain by attendance:

In support of the strategic goals established for the District, the Technology Team will be instrumental in leading technological initiatives that contribute to support student learning.

Dr. Jones 5/19/15
Applicant's Sig/Date

[Signature] 5/19/15
Principal's Sig/Date

[Signature]
Administrator's Sig/Date

NOTE: IF APPROVED, A WRITTEN REPORT MUST BE SUBMITTED TO SUPERINTENDENT OR ADMINISTRATOR WITHIN ONE WEEK AFTER THE CONFERENCE/CONVENTION/WORKSHOP.

OFFICE USE ONLY

APPROVED DATE 5/29/2015 DISAPPROVED DATE

Account Name & Number: Title II

PO # CHECK REQUEST: Accounts Payable Payroll Imprest

Substitute Account Name/Number:

Name of Substitute Called:

Business Manager Signature/Date

[Signature]
Superintendent's Signature/Date

Adam Moore

From: Sophia Jones-Redmond
Sent: Friday, May 29, 2015 11:10 AM
To: Adam Moore
Subject: Fwd: ISTE 2015 registration confirmed

Dr. Jones-Redmond

Begin forwarded message:

From: <iste@iste.org>
Date: May 29, 2015 at 10:34:48 AM CDT
To: <sjonesredmond@harvey152.org>
Subject: ISTE 2015 registration confirmed

ISTE 2015 registration confirmation



Registration confirmation

Confirmation #14025486

Contact info

Dr. Sophia Jones-Redmond
Harvey School District 152

Work:
16001 Lincoln Ave
Harvey, IL 60426-4916
United States

Work Phone: 708.333.0300 ext 23
Email: sjonesredmond@harvey152.org

Registration options

Description	Cost
Conference registration (CREG)	\$349.00
Standard Membership (STD)	\$115.00

Use Adobe Photoshop for 3D Printing (WH205)	\$123.00
Strategies for Guiding Sustainable Change in Any Organization (WH224)	\$123.00
Go Interactive with Engaging Presentations (WM300)	\$63.00
3D Fabrication to Teach Science and Design (WH320)	\$123.00
Coding Connect: Teaching Reading Through Programming with Pre-Readers (WM402)	\$63.00
Grand total:	\$959.00

NOTE: All prices are in U.S. dollars.

Payment Information

Your credit card has been charged: \$959.00

Cancellation/substitution policy

ISTE will accept conference and workshop registration cancellations through June 15, 2015.

Full conference registration cancellations will be subject to a \$135 service fee. Student/retired educator and one-day registration cancellations will be subject to a \$89 service fee. After the cancellation deadline, no refunds will be granted. If you are unable to attend, you may substitute another individual in your place at no extra charge, but the replacement's registration fee will be subject to pricing based on her/his ISTE membership status.

All cancellations must be submitted in writing. Send an email to iste@iste.org or fax to 1.541.346.3545.

Questions?

For help or additional instructions, please call the Registration Office at 1.800.336.5191; Press 2 (U.S. and Canada) or 1.541.302.3777 (International), or reply to this email.

Mailing Address:
 ISTE 2015
 1277 University of Oregon
 Eugene, OR 97403-1277

Make checks and purchase orders payable to: ISTE
 ISTE Tax ID#: 93-0746782

Housing opportunity:

Click on the link below to go directly to the online housing reservation form. Your contact information will be automatically forwarded to the housing form.

Please be aware that the next page to appear will be the Hotel Search for Availability/Hotel List.

Your contact information will not be displayed until you commit to making a hotel reservation.

Note: for security reasons, your payment information will not be forwarded, therefore you will need to re-enter it on the online housing reservation form.

Please proceed to the [online housing reservation system](#).

Connected learning. **Connected world.**[™]

isteconference.org

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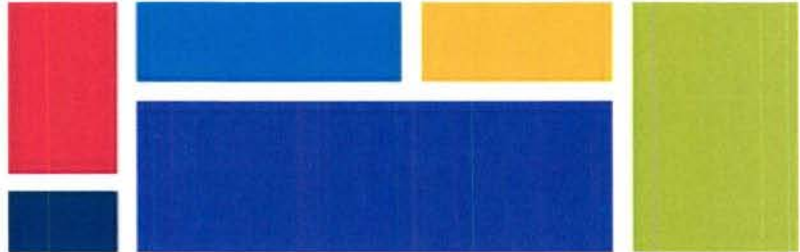
For any written correspondence, you may contact us at:

International Society for Technology in Education
Operations/Member Services: 180 West 8th Ave., Suite 300, Eugene OR 94701-2916
Headquarters: 1530 Wilson Boulevard, Suite 730, Arlington, VA 22209

1.800.280.6218 (US & Canada) or 1.541.346.3537 (Int'l)
iste@iste.org, <http://isteconference.org>

Denean Adams

From: ISTE 2015 Housing Customer Service <email_confirm@confmail.experient-inc.com>
Sent: Monday, April 06, 2015 9:41 AM
To: Denean Adams
Subject: Your ISTE 2015 Hotel Reservation in Philadelphia {STE151:10044}



*** This is an automated confirmation from the ISTE 2015 Housing Bureau. Please do not reply to this e-mail. ***

Confirmation ID: 10044
Sophia Jones-Redmond
16001 Lincoln Ave
Harvey, IL 60426

Dear Sophia Jones-Redmond:

Thank you for making your hotel reservation(s) for ISTE 2015 in Philadelphia June 28 through July 1, 2015. We look forward to sharing, innovating and learning with you!

Please review your reservation for accuracy and follow the instructions below if you need to make any changes.

PLEASE NOTE: Your housing confirmation ID assures that we have received your reservation. You will receive a separate hotel confirmation number once we release final bookings to your hotel. Please do NOT contact your assigned hotel until after **June 4, 2015**, when final bookings are released. It may take a few days for your information to become available within that system.

Housing

RADISSON PLAZA WARWICK HOTEL

<i>Status</i>	<i>Category</i>	<i>Occupancy</i>
CONFIRM	SINGLE ROOM	Adults: 1 Children: 0
<i>Arrival</i>	<i>Departure</i>	<i>Guests In Room</i>
28 June 2015	1 July 2015	Sophia Jones-Redmond
<i>Daily Rate</i>	<i>Room Tax</i>	<i>Deposit</i>
\$232.00	15.50%	Credit Card Guarantee
<i>Resort Fee</i>	<i>Occupancy Tax</i>	
\$0.00	\$0.00	Note: Taxes and fees are subject to change without notice
<i>Hotel Cancellation Policy</i>		
Cancellations will be accepted prior to April 9, 2015 with no cancellation penalty. Cancellations submitted between 5 p.m. ET on April 9, 2015, and 5 p.m. ET on June 4, 2015, are subject to a \$150 cancellation fee.		
<i>Comments</i>		
<i>Hotel Address</i>	<i>Phone</i>	<i>Fax</i>
220 South 17th Street	215-735-6000	215-790-7766

MODIFICATIONS/CANCELLATIONS

Please Note: No cancellations will be taken over the phone.

Please review the hotel cancellation policy listed above for cancellation fees and deadlines.

Modifications or cancellations can be made through our system until 5 p.m. ET on June 4, 2015. After June 4, 2015, you must make all modifications or cancellations directly through your hotel. Please do NOT contact your assigned hotel until after June 4, 2015.

Online:

- [Attendee modifications](#)
- [Exhibitor modifications](#)

Email: iste@experient-inc.com

Phone: 866.229.2386 (U.S.) or 1.301.694.5243 (international)

Fax: 301.694.5124

FORM OF GUARANTEE

All room reservations require a credit card for processing. Your credit card guarantees your reservation and may be charged in advance of your arrival. Your card will be charged if you cancel after the cancellation deadline or if you fail to show up on your expected arrival date.

If you will not be traveling with the credit card you plan on using to pay for your reservation, contact the hotel to obtain a credit card authorization form. This should be done at least two weeks prior to arrival to allow ample time for processing.

EARLY DEPARTURE FEE

Please verify your departure date, as some hotels may charge a fee if you leave before your confirmed date.