

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

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): Maureen Crichlow
Grade/Subject/School: Library Media Supervisor
Name/Date of C/C/W: ALA Annual Conference June 21-26 2018
Location of C/C/W: New Orleans, Louisiana

Give a tentative summary of expected expenses(s):

Registration:

Travel:

Food:

Lodging:

Other:

Estimated Total:

\$ 305.00 (until Mar. 1)
\$ 476.95
\$ 200.00
\$ 600.00
\$ 1,575.00

Title One

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:

Visit the latest trends in library programs, resources and
technology to enhance Harvey SD 152's library program.
I am a longstanding member of ALA's professional organization
Maureen Crichlow 1/9/17

Applicant's Sig/Date

Principal's Sig/Date

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 _____ DISAPPROVED _____ DATE _____

Account Name & Number: _____

PO # _____ CHECK REQUEST: Accounts Payable _____ Payroll _____ Imprest _____

Substitute Account Name/Number: _____

Name of Substitute Called: _____

Business Manager Signature/Date

Lela G. Bridges
Superintendent's Signature/Date

Home (/)

Registration

Rates

Rates

Registration Rates

Get ready now to expand your network, build your knowledge, and improve your profession!

Included in the **Full Registration** package, you get access to the exhibit hall, discussion groups and meetings, ALA President's Program, Auditorium Speaker Series, Job Placement Center and much more.

Purchase a full conference registration to receive the program book, bag, and other great materials!

Full registration covers June 21 through June 26 and all sessions except for Pre-Conferences and Optional ticketed events. Exhibits Only registration allows access to the exhibit floor only (Saturday through Monday).

Please note that you must be registered for the conference in order to book a hotel room. To book a room, please use the link to your personalized dashboard in your registration confirmation email.

2018 ALA Annual Conference & Exhibits Registration Rates

Annual Conference Opens:	Early Bird	Early Advance	Advance	Onsite	One Day Pass
January 10, 2018, 12:00pm (Central)	Until March 7, 11:59am (Central)	Until May 2, 11:59am (Central)	Until June 15, 11:59am (Central)		
ALA Member* (ALA and Division Members)	\$305	\$320	\$350	\$375	\$215
Other Member* (Retired, Student, Life, Trustee, Non-Salaried, and Support Staff)	\$160	\$185	\$200	\$215	\$150
Non-Member	\$395	\$420	\$460	\$475	\$225
Exhibits Only					

Please note: For use on the exhibit floor Sat., Sun., and Mon.	\$75	\$75	\$75	\$75	
---	------	------	------	------	--

***Must show proof of membership**

*** Register Now ***
(<http://2018.alaannual.org/registration/register-now>)

Note: The majority of the conference will take place in the Ernest N. Morial Convention Center (<https://www.mccno.com/>). Some sessions will occur at various, nearby hotels (dependent upon the sponsoring unit). Detailed location information for sessions will be available when the Scheduler opens.

Accessibility

If you try accessing the registration system with an assistive technology and experience difficulty, please call CompuSystems at 866-513-0760 or email alaregistration@compusystems.com (<mailto:alaregistration@compusystems.com>).

If you require accessibility assistance to book your housing, please call onPeak at 800-584-9047, Monday through Friday, 8:00 am - 5:00 pm CST.

Accessibility (/general-information/accessibility) options are offered throughout the Midwinter Meeting.

Conference Registration Incentive

ALA will continue to offer a cost savings for those who register for both the **Midwinter Meeting & Exhibits** and the **Annual Conference & Exhibition** hosted in any given year.

Midwinter full registrants that registered by December 13, 2017 will receive a link to access discounted registration rates on January 9, 2018 - before the 2018 Annual Conference registration site opens to non-Midwinter Meeting registrants. This link will supply you with a discount (valid through February 20) that you can apply to your registration.

Copyright Statement (<http://www.ala.org/copyright>) |
 Privacy Policy (<http://www.ala.org/privacypolicy>) | Site
 Help (/sitehelp)
 © 1997-2017 American Library Association

50 E. Huron, Chicago, IL 60611
 1.800.545.2433



Chicago (Midway), IL to New Orleans, LA

Air

Total Price: **\$370.95**

ITINERARY

Travel Date	Flight Segments			Flight Summary
DEPART JUN 22 FRI	08:15 AM	Depart Chicago (Midway), IL (MDW) on Southwest Airlines	Flight #675 Southwest	Friday, June 22, 2018 Travel Time 2 h 10 m (Nonstop) Wanna Get Away
	10:25 AM	Arrive in New Orleans, LA (MSY)	WiFi available	
RETURN JUN 25 MON	06:50 PM	Depart New Orleans, LA (MSY) on Southwest Airlines	Flight #786 Southwest	Monday, June 25, 2018 Travel Time 2 h 20 m (Nonstop) Wanna Get Away
	09:10 PM	Arrive in Chicago (Midway), IL (MDW)	WiFi available	

What you need to know to travel:

Check-in: Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied boarding compensation.

No Show Policy: If you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to the scheduled departure of your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds for the originally ticketed Passenger only. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Applying Travel Funds: In the event your travel plans change and you need to apply travel funds to future trips, please make note of your confirmation number. Customers calling Southwest to request a refund or to research travel funds for a specific ticket must provide their confirmation number, ticket number or flight information (date, origin and destination).

Prohibition of Multiple/Conflicting Reservations: To promote seat availability for our Customers, Southwest prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively cancelled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as travel funds for use by the Customer on a future Southwest Airlines flight.

Booking with Rapid Reward Points:

When booking with Rapid Rewards points, your point balance may not immediately update in your account.

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity
Depart	MDW-MSY	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 3 left at this price
Return	MSY-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

Earn at least 1,912 points for this flight.
Subtotal
\$370.95
 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®*

*Weight and size limits apply.

Bag Charge

\$0.00

Air Total:**\$370.95**[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 \$200 Statement Credit
after first purchase &
earn **10,000 Bonus Points**

[Learn more](#)

You Pay Today: \$370.95
Credit On Your Statement: -\$200.00
Total After Statement Credit: \$170.95

**Looking for hotel deals in New Orleans?**

Earn up to **10,000 Rapid Rewards points** per night
with over one million lodging options worldwide.

☐ Show me deals in New Orleans after
flight confirmation

Add a Car

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

Save up to 35%

on base rates and earn up to 2,400
Rapid Rewards® points. Terms apply.

[Book now >](#)

Type in any city or airport in the U.S., Canada or Mexico

Pickup Location**Pickup Date****Return Date**

New Orleans, LA - MSY

06/22/2018

06/25/2018

Vehicle Type (optional)**Which Company?** (optional)

Economy

[Shop All](#)[Advanced Search](#)[Find Cars](#)**Trip Total****\$370.95**[Modify Trip](#)[Purchase your shopping cart...](#)[Continue](#)

By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase

Indicates external site which may or may not meet accessibility guidelines.

© 2018 Southwest Airlines Co. All Rights Reserved. Use of the Southwest websites and our Company
Information constitutes acceptance of our [Terms and Conditions](#). [Privacy Policy](#)

Hotels

How to book a hotel room

The majority of the conference will take place in the Ernest N. Morial Convention Center, but some sessions will be hosted at various hotels, depending on the sponsoring unit. Detailed location information for sessions will be available in the Conference Scheduler.

To reserve a hotel room, you MUST be registered for the conference. When registered, access your personalized registration dashboard in your registration confirmation email to initiate the hotel booking system. Your password is your confirmation/attendee ID. Any registration-related questions can be directed to CompuSystems at 708-486-0706 or alaregistration@compusystems.com (<mailto:alaregistration@compusystems.com>).

If you need assistance with any housing-related issues, please contact our housing vendor onPeak at 800-584-9047 (tel:800-584-9047) or ala@onpeak.com (<mailto:ala@onpeak.com>).

- Click here to view a map of the hotel locations (<https://2018.alaannual.org/sites/default/files/inline-files/ALA-Updated.pdf>)
- The hotel amenity chart information will be available soon.

HOUSING RATES

2018 Annual Conference - Hotels

	Hotel	Hotel Rates Single/Double	Hotel Rates Triple/Quad
1	Hilton New Orleans Riverside - HQ 2 Poydras Street	\$217 / \$217 \$227 / \$227 \$267 / \$267	
2	Sheraton New Orleans - CO-HQ 500 Canal Street	\$197 / \$197	
3	AC Hotel 221 Carondelet Street	\$159 / \$159	
4	Astor Crowne Plaza 739 Canal Street	\$185 / \$185	
5	Courtyard Downtown Convention Center 300 Julia Street	\$165 / \$165	
6	Courtyard Iberville 1910 Iberville Street	\$175 / \$175	
7	DoubleTree 300 Canal Street	\$189 / \$189	\$209 / \$229
	Embassy Suites Convention Center		

8	315 Julia Street	\$195 / \$195	
9	Hampton Inn Convention Center 1201 Convention Center Blvd.	\$200 / \$210	
10	Hilton St. Charles 333 St. Charles Avenue	\$189 / \$189	
11	Hyatt Centric French Quarter 800 Iberville Street	\$189 / \$189	\$209 / \$229
12	Hyatt Place Convention Center 881 Convention Center Boulevard	\$189 / \$189	\$209 / \$229
13	InterContinental 444 St. Charles Avenue	\$195 / \$195 \$209 / \$209	
14	JW Marriott New Orleans 614 Canal Street	\$217 / \$217	
15	La Quinta Inn and Suites 301 Camp Street	\$169 / \$169	
16	Le Meridien New Orleans 333 Poydras Street	\$189 / \$189	
17	Loews New Orleans 300 Poydras Street	\$209 / \$209 \$229 / \$229	
18	New Orleans Marriott 555 Canal Street	\$209 / \$209	
19	Marriott Convention Center 859 Convention Center Blvd.	\$217 / \$217	
20	Hotel Monteleone 214 Royal Street	\$199 / \$199	\$224 / \$249
21	Omni Riverfront 701 Convention Center Blvd.	\$205 / \$205	
22	Omni Royal Crescent 535 Gravier Street	\$169 / \$169	
23	Q&C Hotel 344 Camp Street	\$159 / \$159	
24	Residence Inn Downtown 345 St. Joseph Street	\$175 / \$175	
25	Ritz-Carlton New Orleans 921 Canal Street	\$219 / \$219	
26	Royal Sonesta 300 Bourbon Street	\$199 / \$199 \$219 / \$219	
27	Royal St Charles 135 St. Charles Avenue	\$149 / \$149	
28	Springhill Suites 301 St. Joseph Street	\$175 / \$175	

29	Staybridge Suites 501 Tchoupitoulas Street	\$179 / \$179
30	Westin Canal Place 100 Rue Iberville	\$217 / \$217

Accessibility

If you try accessing the registration system with an assistive technology and experience difficulty, please call CompuSystems at 708-486-0706 (tel:708-486-0706) or 866-513-0760 (tel:866-513-0760).

If you require accessibility assistance to book your housing, please call onPeak at 800-584-9047 (tel:800-584-9047), Monday through Friday, 8:00 am – 5:00 pm CST.

Accessibility (/general-information/accessibility) options are offered throughout the Annual Conference.

Hotel Reservation Deadlines and Information

- You must be registered for the Annual Conference to make a housing reservation. Hotel reservation requests will be accepted until May 22, 2018, subject to availability.
- Rates are quoted for the room, not per person, and all rooms are assigned on a first-come, first-served basis.
- Special rates are available only when you book directly with onPeak.
- All rooms are subject to applicable tax.
- All requests must include six accommodation choices.
- Make sure to give accurate dates of arrival and departure for everyone occupying the requested room.
- NOTE: onPeak does not assume the responsibility of pairing guests for double occupancy or in multiple housing units.
- After May 22, 2018, onPeak will continue to make reservations on a space available basis only (i.e., register early to get the hotel of your choice).

Hotel Confirmations, Cancellations, or Changes

Confirmation of the room reservation will be acknowledged by the travel desk and sent within 72 hours. If you have any questions regarding your reservation, or to make changes or cancellations, contact onPeak at 800-584-9047 (tel:800-584-9047), do not contact the hotel. One night's room and tax guarantee to a credit card is required to hold hotel reservations. All changes and/or cancellations prior to June 14, 2018, must be made through onPeak. After June 14, 2018, changes and cancels must be made direct to the hotel at least 72 hours prior to arrival date for most hotels.

Don't Be A "No Show!"

If you have a confirmed room reservation and find that you are unable to attend the conference, be sure to notify the ALA Housing Desk or the hotel holding your reservation. If not, the room will be left vacant (when it could be used by another attendee), and you will lose your deposit.

ALA is pleased to announce that our official contractors for registration and housing services are CompuSystems Inc. (registration) and onPeak (housing). Both contractors work with us to provide exhibitors and attendees with new and expanded services to make your conference experience the best that it can be.

IMPORTANT:

Accept no substitutes! Please be aware that there are companies that claim to provide housing and registration services for the ALA conferences that are not affiliated with ALA in any way. The chances are quite good that sometime soon you will receive a fax, e-mail transmission or phone call (if you haven't already) that offers you cut-rate housing. The author's apparent intent is to convince you that the offer is made on behalf of ALA. IT IS NOT. Many exhibitors have become the unwitting victims of these room block poachers who secure exhibitor lists from Internet Web sites and membership databases from the membership directories that associations produce.

Don't be misled! Housing for ALA's Annual Conference and Midwinter Meeting is handled exclusively by onPeak.

When ALA secures hotel sleeping rooms for our conferences, we do so to assure that our attendees and exhibitors are adequately accommodated. We also require hotels for meeting space for the numerous sessions offered. This involves contracting rooms and space with many hotels, however, doing so will subject us to cancellation and attrition policies.

Everyone loves a bargain. Poaching housing blocks, however, is not about better prices – it is about highly suspect ethics and service. We hope you will support ALA's efforts to thwart the efforts of room block poachers when making your housing arrangements.

Thank you for your support.

Copyright Statement (<http://www.ala.org/copyright>) |
Privacy Policy (<http://www.ala.org/privacypolicy>) | Site
Help (/sitehelp)
© 1997–2017 American Library Association

50 E. Huron, Chicago, IL 60611
1.800.545.2433