

**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): Gabriela Delgado

Grade/Subject/School: Central Office

Name of C/C/W: IB Global Conference

Date / Location of C/C/W: July 18-21, 2019 New Orleans

Give a tentative summary of expected expense(s):

Registration:	\$	<u>1095.00</u>
Travel:	\$	<u>448.96</u>
Food:	\$	<u>284.00</u>
Lodging:	\$	<u>864.48</u>
Other:	\$	<u>          </u>
Estimated Total:	\$	<u>2,692.44</u>

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.

Implementation of IB Programming

Gabriela Delgado 4/5/19 N/A \_\_\_\_\_  
 Applicant's Sig./Date Principal's Sig./Date 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: 10.5.2210.390.4620.99.01 P.O. # \_\_\_\_\_

CHECK REQUEST: \_\_\_\_\_ Accounts Payable \_\_\_\_\_ Payroll \_\_\_\_\_ Imprest \_\_\_\_\_

Substitute Account Name/Number: \_\_\_\_\_

Name of Substitute Called: \_\_\_\_\_

Matt Hall 4-9-19 [Signature] 4-10-19  
 Business Manager Signature/Date Superintendent's Signature Date

COPIES TO: \_\_\_\_\_  
 FORM #140 REVISED 8/01

# Register

Via the online registration link, you can register for the full conference and purchase additional passes for the pre-conference sessions taking place on 18 July 2019.

You can plan your conference visit in advance by reviewing the [full schedule](#). If you're looking for information on registering as a sponsor or exhibitor, please visit our [dedicated sponsors and exhibitors page](#).

## Registration options

Below, you'll find details about each registration option. Once you've registered, add yourself to the [Facebook event](#) to keep up to date with conference news.

### Full conference registration: US\$1095 (early bird registration \$995 until 31 January 2019)

Includes:

- all conference activities
- opening reception on Thursday 18 July
- lunch and refreshment breaks on Friday 19 July
- lunch, refreshment breaks and closing celebration on Saturday 20 July
- refreshment break on Sunday 21 July

[Register now](#)

### Full-day pre-conference sessions: US \$250

*(purchase of a full conference registration is required for participation)*

Includes: lunch and a refreshment break on Thursday 18 July

[Register now](#)

### Companion special events pass: US\$100 for Opening Reception & US\$150 for Closing Dinner

A companion special events pass allows conference participants to bring a companion to one of the following events:

- opening reception on Thursday evening, 18 July 2019
- closing dinner and reception on 20 July 2019

You can select which event(s) you would like a pass for in your companion's registration form. We encourage attendees to register their companion as early as possible as limited space is available. Please note that companions may not attend other conference events and meals.

Register now

## Cancellation policy

Any cancellation before 27 June 2019 will incur a credit note of the full amount of the registration fee. There will be no refunds for cancellations made either on 27 June 2019 or afterwards.

## How to pay

If you need further information on payments, [please read our guidance on how to pay](#).

If you have any questions about registration, please contact IB Americas at +1 301 202 3025 or via [email](#).

# IB Global Conference

Jul 18, 2019 - Jul 21, 2019

## Reservation Details

ACKNOWLEDGEMENT NUMBER:32LTDJ7T



### HILTON NEW ORLEANS RIVERSIDE

Two Poydras Street , New Orleans , LA 70130 , UNITED STATES

msynh-Reservations@hilton.com

www1.hilton.com/en\_US/hi/hotel/MSYNHHH/index.do

### CITY VIEW 2 QUEEN BEDS

DATES: Jul 17, 2019 - Jul 21, 2019

4 nights , 1 adult , 0 children

RATES

USD 740.00

TAXES & FEES

USD 124.48

TOTAL ROOM PRICE

USD 864.48

### ADD-ONS

SUBTOTAL

USD 864.48

### GUEST SUMMARY

GABRIELA DELGADO

8807 S. 83rd Ct.,

Hickory Hills, IL, 60457

US

Gdelgado73@hotmail.com

7082181795

Jul 17, 2019 - Jul 21, 2019

### PAYMENT INFORMATION

Credit Card  
MasterCard  
\*\*\*\*\*0169  
\*\* / \*\*

### BILLING ADDRESS

Gabriela Delgado  
8807 S. 83rd Ct.,  
Hickory Hills, IL, 60457  
US  
7082181795

### RATES

Jul 17, 2019 - USD 185.00  
Jul 18, 2019 - USD 185.00  
Jul 19, 2019 - USD 185.00  
Jul 20, 2019 - USD 185.00

### OTHER INFORMATION

SMOKING PREFERENCE: No Preference

ACCESSIBLE: No

### POLICIES

ROOM POLICIES



- Tax is not included

**TAX POLICY**

Room rates shown do not include 15.75% Tax, plus \$3.00 Occupancy Fee Per Night (subject to change without notice). Total charges presented on the website will include applicable room tax and any resort fees. \*Sales Tax increase in effect as of April 1, 2016 of 15.75% plus \$3.00 Occupancy Fee Per Night\*

**CANCEL POLICY**

- *A deposit equal to one night's stay is required to guarantee your reservation; refundable up to 72 hours in advance of your arrival date.*
  
- *Your credit card will be charged within 24 hours; reservations with declined credit cards will be cancelled.*

**CHILDREN POLICY**

Children 18 years or younger will stay free of charge in their parent's room.

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Privacy Policy, PCNTR-P-04032019-prod book01a

JUL 17 - 21  
✈️ MDW → MSY

TOTAL  
\$448.96 

# Trip & Price Details

✈️ Price      Payment      Confirmation

✈️ Flight    Modify    Remove

\$448.96 

## Departing 7/17/19 Wednesday

Wanna Get Away (Adult x1)      \$156.91

 DEPARTS **12:45** PM **MDW**  
Chicago (Midway), IL - MDW

FLIGHT  
**1151**  

Nonstop

 ARRIVES **3:00** PM **MSY**  
New Orleans, LA - MSY

TRAVEL TIME  
2hr 15min

### Wanna Get Away

Earn 942 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL

**\$156.91**

## Returning 7/21/19 Sunday

Wanna Get Away (Adult x1)      \$234.12

 DEPARTS **12:55** PM **MSY**  
New Orleans, LA - MSY

FLIGHT  
**5697**  

Nonstop

 ARRIVES **3:10** PM **MDW**  
Chicago (Midway), IL - MDW

TRAVEL TIME  
2hr 15min

### Wanna Get Away *Only 1 left!*

Earn 1405 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL

**\$234.12**

Taxes & fees      \$57.93

**Flight total      \$448.96**

#### Icon legend

 WiFi available     Live TV available     EarlyBird Check-In®

**Helpful Information:**

- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards® points, your point balance may not immediately update in your account.

# No change fees.<sup>1</sup>

Change your flight later without a fee.

<sup>1</sup> Fare difference may apply.

BAG FEE *	\$0.00
SUBTOTAL	\$391.03
TAXES & FEES	\$57.93
<b>TRIP TOTAL</b>	<b>\$448.96</b>

[Show price breakdown](#)

**TOTAL DUE NOW \$448.96**



## Get a \$200.00 statement credit

after first purchase.

## Earn 10,000 Rapid Rewards® points

after you spend \$500 in your first 3 months.

[Learn more >](#)

YOU PAY TODAY \$448.96

CREDIT ON YOUR STATEMENT **-\$200.00**

**TOTAL AFTER STATEMENT CREDIT \$248.96**

Not ready to buy yet? [Save this flight for later.](#)

\* 1st and 2nd checked bags fly free. [Weight and size limits apply.](#)

[Log in for faster checkout](#)

[Continue](#)

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

## Add a Car

Products not confirmed until purchase.

No worries, your flight will remain in your cart while you search for a car.

Add a car



Book now. Pay later!

PICK-UP LOCATION

**New Orleans,**

New Orleans, LA - MSY

PICK-UP DATE

**7/17**

Wed, Jul 17, 2019

PICK-UP TIME

**4:00 PM**

RETURN LOCATION

**New Orleans,**

New Orleans, LA - MSY

RETURN DATE

**7/21**

Sun, Jul 21, 2019

RETURN TIME

**11:00 AM**

RENTAL COMPANY (Optional)

**No preference**

VEHICLE SIZE (Optional)

**No preference**



[Book now](#)

[Search](#)

TOTAL DUE NOW

**\$448.96**

Not ready to buy yet? [Save this flight for later.](#)

\* 1st and 2nd checked bags fly free. [Weight and size limits apply.](#)

[Log in for faster checkout](#)

[Continue](#)

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