

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).

(PLEASE PRINT)

Name of Person:

JANET ROGERS

Grade / Subject / School:

BOARD PRESIDENT

Name / Date of C / C / W:

IASB 85th ANNUAL JOINT CONFERENCE Nov. 17-19, 2015

Location of C / C / W:

CHICAGO, IL

Give a tentative summary of expected expenses:

Registration:	\$ 745.00
Travel:	\$ 24.58
Food:	\$ 300.00
Lodging:	\$ 567.00
Other:	\$ PARKING \$ 183.00
Estimated Total:	\$ 1,819.58

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:

Applicant's Signature & Date

Principal's Signature & Date

Administrator's Signature & 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

Superintendent's Signature / Date

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).

(PLEASE PRINT)

Name of Person:

Linda Hawkins

Grade / Subject / School:

BOARD Vice President

Name / Date of C / C / W:

ISS 85th ANNUAL Joint Conference Nov. 17-19, 2017

Location of C / C / W:

Chicago, IL

Give a tentative summary of expected expenses:

Registration: \$ 745.00

Travel: \$ 24.58

Food: \$ 200.00

Lodging: \$ 567.00

Other: \$ PARKING * 163.00

Estimated Total: \$ 1,819.58

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:

Applicant's Signature & Date _____ Principal's Signature & Date _____ Administrator's Signature & Date _____

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Name of Substitute Called: _____

Business Manager Signature / Date _____ Superintendent's Signature / Date _____

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(PLEASE PRINT)

Name of Person:

CASEY NESBIT

Grade / Subject / School:

SECRETARY

Name / Date of C / C / W:

IASB 85th ANNUAL Joint CONFERENCE

Location of C / C / W:

NOVEMBER 17-19, 2017 CHICAGO, IL

Give a tentative summary of expected expenses:

Registration:	\$	745.00
Travel:	\$	24.58
Food:	\$	300.00
Lodging:	\$	567.00
Other:	\$	PARLOR \$183.00
Estimated Total:	\$	1,819.58

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:

Applicant's Signature & Date

Principal's Signature & Date

Administrator's Signature & Date

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Name of Substitute Called: _____

Business Manager Signature / Date

Superintendent's Signature / Date

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

(PLEASE PRINT)

Name of Person:

Gloria Johnson

Grade / Subject / School:

Boards Member

Name / Date of C / C / W:

IASB 85th Annual Joint Conference

Location of C / C / W:

November 17-19, 2017 Chicago, IL

Give a tentative summary of expected expenses:

Registration:	\$	745.00
Travel:	\$	24.58
Food:	\$	300.00
Lodging:	\$	591.00
Other:	\$	Parking ca 201.00
Estimated Total:	\$	1,862.82

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:

Applicant's Signature & Date

Principal's Signature & Date

Administrator's Signature & Date

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Account Name & Number: _____

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Substitute Account Name & Number: _____

Name of Substitute Called: _____

Business Manager Signature / Date

Superintendent's Signature / Date

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

(PLEASE PRINT)

Name of Person:

MYRA GARDNER

Grade / Subject / School:

BOARD MEMBER

Name / Date of C / C / W:

IASB 85th Annual Joint Conference Nov. 17-19, 2011

Location of C / C / W:

CHICAGO, IL

Give a tentative summary of expected expenses:

Registration:	\$	1745.00
Travel:	\$	24.58
Food:	\$	300.00
Lodging:	\$	567.00
Other:	\$	Parking \$13.00
Estimated Total:	\$	1819.58

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:

Applicant's Signature & Date

Principal's Signature & Date

Administrator's Signature & Date

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Superintendent's Signature / Date

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

(PLEASE PRINT)

Name of Person:

FELICIA JOHNSON

Grade / Subject / School:

BOARD MEMBER

Name / Date of C / C / W:

IASB 85th Annual Joint Conference

Location of C / C / W:

NOVEMBER 17-19, 2017 CHICAGO, IL.

Give a tentative summary of expected expenses:

Registration:	\$	745.00
Travel:	\$	25.82
Food:	\$	300.00
Lodging:	\$	591.00
Other:	\$	PARKING \$201.00
Estimated Total:	\$	1,862.82

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: _____

Applicant's Signature & Date

Principal's Signature & Date

Administrator's Signature & Date

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Business Manager Signature / Date

Superintendent's Signature / Date

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(PLEASE PRINT)

Name of Person:

TYRONE ROGERS

Grade / Subject / School:

BOARD MEMBER

Name / Date of C / C / W:

TASB 15th Annual Joint Conference

Location of C / C / W:

HOUSTON

Give a tentative summary of expected expenses:

Registration:	\$	745.00
Travel:	\$	2582
Food:	\$	300.00
Lodging:	\$	591.00
Other:	\$	Parking @ 183.00
Estimated Total:	\$	1,819.58

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: _____

Applicant's Signature & Date _____ Principal's Signature & Date _____ Administrator's Signature & Date _____

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Account Name & Number: _____
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Substitute Account Name & Number: _____

Name of Substitute Called: _____

Business Manager Signature / Date _____ Superintendent's Signature / Date _____



LEADING LEARNING

85th IASB ■ IASA ■ IASBO Joint Annual Conference ■ November 17-19, 2017 ■ Chicago

2017 Joint Annual Conference Schedule

Friday - November 17

All Day	Exhibition of Educational Environments Display	Hyatt Regency
7:00-7:30 AM	Illinois ASBO Pre-Conference Seminars Registration	Swissôtel
7:30 AM-3:30 PM	Illinois ASBO Pre-Conference Seminars	Swissôtel
8:00-9:00 AM	IASB Pre-Conference Workshops Registration and Continental Breakfast	Sheraton Grand
8:00 AM-Noon	IASA Pre-Conference Workshop	Hyatt Regency
8:00 AM-Noon	School Safety and Security Seminar	Hyatt Regency
8:00 AM-3:00 PM	Illinois Council of School Attorneys' Seminar on School Law	Hyatt Regency
8:30-9:00 AM		Swissôtel

Administrative Professionals'
Program Registration

9:00-10:00 AM	NEW - Panel Sessions	Hyatt Regency
9:00 AM-3:00 PM	Administrative Professionals' Program	Swissôtel
9:00 AM-3:00 PM	IASB Pre-Conference Workshops All-Day Sessions	Sheraton Grand
9:00-11:30 AM 12:30-3:00 PM	IASB Pre-Conference Workshops Half-Day Sessions	Sheraton Grand
10:00-11:15 AM	IASB Resolutions Committee Meeting	Michigan 2
10:30-11:30 AM	NEW - Panel Sessions	Hyatt Regency
10:30-11:30 AM	Welcome to Conference Orientation	Hyatt Regency
11:30 AM-12:30 PM	IASB Pre-Conference Workshops Luncheon	Sheraton Grand
12:15-1:00 PM	Illinois ASBO Pre- Conference Seminars Luncheon	Swissôtel
1:30-3:00 PM	Illinois ASBO Professional Development Information	Hyatt Regency
2:00-3:00 PM	Panel Sessions	Hyatt Regency
3:30-5:00 PM	First General Session - Speaker: TBA	Hyatt Regency

Saturday - November 18

7:30-8:10 AM	Orientation for First-Timers	Hyatt Regency
8:30-9:30 AM	IASB Service Associates' Breakfast Meeting	Hyatt Regency

8:30-9:30 AM	Second General Session - Speaker: TBA	Hyatt Regency
10:00 AM-4:00 PM	Illinois ASBO Professional Development Information	Hyatt Regency
10:30-11:30 AM	Panel Sessions	Hyatt Regency Sheraton Grand
10:30 AM-Noon	IASB Delegate Assembly	Hyatt Regency
10:30 AM-3:00 PM	Administrative Professionals' Program	Swissôtel
11:30 AM-2:00 PM	IASB Past Presidents' Luncheon	Hyatt Regency
12:30-1:30 PM	Panel Sessions	Hyatt Regency Sheraton Grand
1:45-3:15 PM	Carousel of Panels	Sheraton Grand
2:00-3:00 PM	Panel Sessions	Hyatt Regency Sheraton Grand
3:30-4:30 PM	Panel Sessions	Hyatt Regency Sheraton Grand
7:00-9:00 PM	IASB Past Presidents' Dinner	Hyatt Regency

Sunday - November 19

8:30-9:30 AM	Coffee & Conversation Sessions	Hyatt Regency Sheraton Grand
9:45-11:30 AM	Third General Session - Speaker: TBA	Hyatt Regency

ABOUT CONFERENCE

IASB • IASA •
IASBO Joint

The 2017 Joint Annual Conference of the Illinois Association of School Boards, Illinois Association of School Administrators, and Illinois Association of School Business Officials will take place November 17-19 in Chicago.

[Read More](#)

CONFERENCE CONTACTS

Registration & Housing ▪ Exhibit

Sales ▪ Sponsorships

Shantel Rotherham

217/528-9688, ext. 1115

Logistics ▪ Sponsorships ▪

Conference Questions

Carla Bolt

217/528-9688, ext. 1140

Billing & Registration Questions

Camille Gillette

217/528-9688, ext. 1145

Karen Faith

217/528-9688, ext. 1146

Annual Conference

Locations

Hyatt Regency

Chicago - 151 E.

Wacker Drive

Sheraton Grand

Chicago - 301 E.

North Water Street

Future Conference

Dates

Conference

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General Questions

217-528-9688

Illinois Association of School Boards

2921

Baker

Drive,

Springfield,

IL 62703-

5929

Phone:

217/528-

9688

One

Imperial

Place

1 East

22nd

Street,

Ste. 20,

Lombard,

IL 60148

Phone:

630/629-

3776



LEADING LEARNING

85th IASB ▪ IASA ▪ IASBO Joint Annual Conference ▪ November 17-19, 2017 ▪ Chicago

GENERAL SESSION SPEAKERS

Keynote speakers for the 2017 Joint Annual Conference will be announced as they are finalized. Each Conference General Session will showcase one featured speaker during the times and hotel locations listed below.

Friday, November 17 | 3:30-5:30 PM

FIRST GENERAL SESSION - Hyatt Regency

Saturday, November 18 | 8:30-10:30 AM

SECOND GENERAL SESSION - Hyatt Regency

Sunday, November 19 | 9:45-11:30 AM

THIRD GENERAL SESSION - Hyatt Regency

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Camille Gillette
217/528-9688, ext. 1145

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85th IASB ▪ IASA ▪ IASBO Joint Annual Conference ▪ November 17-19, 2017 ▪ Chicago

IASB PRE-CONFERENCE WORKSHOPS

Pre-Conference Workshops for School Board Members

In conjunction with the 85th Joint Annual Conference, IASB will offer Pre-Conference Workshops on Friday, November 17 at the Sheraton Chicago Hotel. Participants can mix and match two half-day sessions (morning/afternoon) or choose one full-day workshop. Advanced registration is required. All workshops are designated for LeaderShop Academy credit.

Online registration for the workshops will open mid-summer. Full-day workshop tuition is \$280 and half-day workshop tuition is \$140. Registration for these workshops is open only to those who have registered for the 2017 IASB ▪ IASA ▪ IASBO Joint Annual Conference. For additional information contact [Peggy Goone](#) at 217/528-9688, extension 1103.

Full-Day Workshops:

- The Basics of Governance
- Leading Leaders: The Job of Board President
- Professional Development Leadership Training (PDLT) and Performance Evaluation Reform Act (PERA) Training for School Board Members
- Monitoring District Performance: Saying What We Mean and Doing What We Say

Half-Day Workshops:

- Data First for Governance: Using Data to Make Decisions (morning only)
- Superintendent Evaluation: The Essential Work of the Board (afternoon only)
- Get Your Message Out: Your Role in Crafting an Effective Public Image (morning or afternoon)
- The R Factor: How to Manage the One Thing You Control (morning or afternoon)

NOTE: Advanced registration and fee required.

ABOUT CONFERENCE

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CONFERENCE CONTACTS

Registration & Housing ▪ Exhibit

Sales ▪ Sponsorships

Shantel Rotherham
217/528-9688, ext. 1115

Logistics ▪ Sponsorships ▪ Conference Questions

Carla Bolt
217/528-9688, ext. 1140

Billing & Registration Questions

Camille Gillette
217/528-9688, ext. 1145

Karen Faith
217/528-9688, ext. 1146

IASB ▪ IASA ▪
IASBO Joint
Annual
Conference

Locations
Hyatt Regency
Chicago - 151 E.
Wacker Drive
Sheraton Grand
Chicago - 301 E.
North Water Street

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General Questions
217-528-9688

Illinois 
Association
of
School
Boards

2921
Baker
Drive,
Springfield,
IL 62703-
5929
Phone:



LEADING LEARNING

85th IASB ■ IASA ■ IASBO Joint Annual Conference ■ November 17-19, 2017 ■ Chicago

CONFERENCE PREVIEW

Program information and details for the 2017 Joint Annual Conference will be available in the Conference Preview. This booklet includes titles, descriptions, and time slots for all workshops and panel sessions, along with a master schedule and details about other Conference events and activities.

The Conference Preview will be available in September.

ABOUT CONFERENCE

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IASB ■ IASA ■

IASBO Joint

Annual

Conference

Locations

Hyatt Regency

Chicago - 151 E.

Wacker Drive

Sheraton Grand

Chicago - 301 E.

North Water Street

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General Questions

217-528-9688



LEADING LEARNING

85th IASB • IASA • IASBO Joint Annual Conference • November 17-19, 2017 • Chicago

CAROUSEL OF PANELS

Conference registrants looking for an array of topics and discussions are encouraged to attend the 2017 Carousel of Panels. In one large room, 20 to 30 different presentations will be offered over a one hour and 30-minute time-block. School officials can pick and choose to participate in three different panels of thirty minutes each. The event will be held on Saturday, November 18 at the Sheraton Grand Chicago from 1:45 p.m. to 3:15 p.m. in Sheraton 4 & 5, Ballroom Level IV.

More information about programming for the Carousel of Panels will be posted in the coming months.

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CONFERENCE CONTACTS

Registration & Housing • Exhibit Sales • Sponsorships
Shantel Rotherham
217/528-9688, ext. 1115

Logistics • Sponsorships • Conference Questions

Billing & Registration Questions
Camille Gillette
217/528-9688, ext. 1145

Karen Faith
217/528-9688, ext. 1146

IASB • IASA • IASBO Joint Annual Conference

Locations
Hyatt Regency Chicago - 151 E. Wacker Drive

Sheraton Grand Chicago - 301 E. North Water Street

Future Conference Dates

Conference Leadership



LEADING LEARNING

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IASB DELEGATE ASSEMBLY

IASB DELEGATE ASSEMBLY PROCESS

All positions taken by the Illinois Association of School Boards (IASB) education policy come directly from the members of the Association. When an IASB staff member discusses policy with a state legislator, the Office of the Governor, or the State Board of Education, the message delivered is from school board members across the state. These Association positions are products of the IASB Delegate Assembly.

DELEGATE ASSEMBLY

The IASB Constitution states that, “At least once each year, at a time and place determined by the Board of Directors, there shall be a meeting of the Delegate Assembly.” And, “Each Active Member shall be entitled to one voting delegate at any meeting of the Delegate Assembly.”

The Delegate Assembly is held each November in conjunction with the Association’s annual conference, with the assembly taking place on Saturday morning (Nov. 18).

According to the IASB Constitution, the Delegate Assembly is designed for policy formulation – “Policies guiding the operation of the Association shall be formulated by the Delegate Assembly.”

ASSEMBLY PROCESS

Each school board that is a member of the Association is entitled to submit proposals (“resolutions”) to the Delegate Assembly for the purpose of setting Association policy. Many of the resolutions are designed to give the Association direction at the Capitol regarding specific education-related legislative proposals.

A Resolutions Committee is established – one member elected locally from each of the 21 geographic divisions of the Association – to review the resolution proposals and to offer recommendations. Resolutions then are presented to the Delegate Assembly and are subject to a vote of the delegates. If a majority of the delegates vote in favor of the resolution, it is adopted as an IASB “Position Statement” to give direction to IASB members and staff.

DELEGATE SELECTION AND DUTIES

Each school board has the responsibility of electing one of its members as the delegate for IASB. This can be done at any school board meeting throughout the year. The elected delegate not need to contact the Association prior to the conference to register as the delegate. On-site delegate registration is done at the Annual Conference in November.

The delegate is responsible for attending the Delegate Assembly in November and for voting on the proposed resolutions according to his or her school board’s recommendations. School boards are encouraged to discuss the proposed resolutions as a board and to instruct the delegate as to the position the board wishes to take on each resolution. The resolutions to be discussed are distributed to all school boards in September of each year and will be posted here when available.

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[Read More](#)

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Shantel Rotherham 217/528-9688, ext. 1115	Camille Gillette 217/528-9688, ext. 1145
Logistics • Sponsorships • Conference Questions	Karen Faith 217/528-9688, ext. 1146
Carla Bolt 217/528-9688, ext. 1140	

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LEADING LEARNING

85th IASB ■ IASA ■ IASBO Joint Annual Conference ■ November 17-19, 2017 ■ Chicago

REGISTRATION

To attend, you must be a member of one of the host associations. The 2017 Conference Registration and Housing Fees are:

Conference Registration Fee \$465 per person (on-site \$490)

Housing Deposit \$200 per room requested (non-refundable deposit)

IASB Pre-Conference \$280 Full-Day and \$140 Half-Day (includes meals)

Workshop Fee(s)

School districts can register for the 2017 Conference *online only* through your IASB "My Account." [Click here](#) for step-by-step instructions for you to follow. It is very important that your district roster is updated and includes the names of all district board members and staff who are registering for Conference. Individuals not listed on your roster in the IASB member database cannot register for events. **When your roster is up-to-date, CLICK "My Account" above to start registration.** Payment options include:

1. Will Send Check – mailed to IASB, Attn: JAC Registrar, 2921 Baker Drive, Springfield, IL 62703. *Housing will not be processed until payment is received.*
2. ACH Payment (Automated Clearing House) – a secure payment transfer system in which your institution grants IASB authorization to debit directly from a checking account for the purpose of payment. There is no processing fee for ACH payments.
3. Credit Cards – a 3 percent non-refundable processing fee will be charged for each credit card transaction. Visa, MasterCard, Discover, American Express are accepted.

Only one credit card can be used per transaction. Verify your credit limit prior to registering, as you will not be able to split the registration payment over multiple credit cards.

2017 Joint Annual Conference Registration Information

1. **Conference Registration:** The conference registration fee is **\$465 per person** and must be received in the Springfield office by 4 p.m., October 6. Complimentary guest registration is provided for paid registrant's spouse and/or children only. Registrations or changes received after this date will be processed on-site at the Hyatt Regency, Grand Ballroom Conference Registration Desk.
2. **Conference Packet Mailing:** On October 27, IASB will mail all registered school districts a 2017 Conference Packet. All badge holders and ribbons must be picked up onsite at the Hyatt Regency, Grand Ballroom Registration Desk. The Conference mailing will include:
 - The latest Conference information.
 - Conference badges for all registrations received by 4 p.m., October 6.
 - Pre-Conference Workshop and/or Seminar confirmation letters and name badges for each person registered, per event.
3. **On-site Registration:** The on-site registration fee is **\$490 per person**. On-site payment will be accepted as listed in the registration information. A receipt for local district reimbursement will be provided to on-site registrants. On-site registration hours are Friday and Saturday, 7:30 a.m. – 5 p.m.
4. **On-site Badge Name Substitutions:** Eligible individuals may replace a paid, but non-attending registrant on-site at the Hyatt Regency, Grand Ballroom Registration Desk. **Individuals must present the badge of non-attending registrant to receive a new badge.**
5. **Registration Cancellation Policy:** October 6 is the deadline for written registration refund requests. Submit all requests by email to Shantel Rotherham at srotherham@iasb.com. Registration refunds, less a \$95 per person fee, will be processed after the conference. **There are NO REFUNDS after October 6. NEW – Housing will be automatically cancelled for cancelled registrants with housing.** Housing is only for registered attendees.
6. **Registrant Trip Cancellation/Interruption Coverage Insurance:** All individuals registered for Conference are covered (for officially-listed Covered Reasons only).

Registered individuals who are unable to attend Conference, should send an email to Shantel Rotherham at srotherham@iasb.com and detailed information will be forwarded regarding the process to apply for this coverage.

7. **Waiver:** Registration constitutes registrant's consent, that he/she may appear in photographs and/or recordings that are taken during the Conference sponsored events can be used in any manner consistent with their mission without remuneration.

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Camille Gillette
217/528-9688, ext. 1145

Karen Faith
217/528-9688, ext. 1146

IASB • IASA •

IASBO Joint Annual Conference Locations
Hyatt Regency Chicago - 151 E. Wacker Drive
Sheraton Grand Chicago - 301 E. North Water Street

[Future Conference Dates](#)

[Conference Leadership](#)

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General Questions
217-528-9688

Illinois 
Association of School Boards

2921
Baker
Drive,
Springfield,
IL 62703-
5929
Phone:



LEADING LEARNING

85th IASB • IASA • IASBO Joint Annual Conference ■ November 17-19, 2017 ■ Chicago

HOUSING

2017 JAC Housing Information

To obtain a room within one of the Joint Annual Conference Housing Blocks, you must have a paid conference registration and a housing deposit, per room requested.

1. **Housing Form:** You will be given the following options:

- Check (3) guarantee if individual will not arrive before 6 p.m. Note - if arrival is guaranteed and individual does not claim the room, there is a liability for the room cost for the arrival date.
- Check (3) room type desired (request only). Single (1 bed); Double (2 beds). Room assignment will be made onsite upon check-in, based on availability.
- Check (3) whether individual is to pay his/her own account upon departure from the hotel or their account may be billed to the superintendent at the official address for payment.
- If requesting rooms at more than one hotel, please complete a separate form for each hotel requested.

2. **Housing Deposit:** All housing requests must be accompanied by a **\$200 deposit, per room requested**. IASB has a limited block of rooms for conference attendees, therefore, one paid registration equals one housing request. To obtain a guestroom within one of the JAC Housing Blocks, you must have a paid conference registration. Housing is assigned on a first-received basis of appropriate deposit(s) per guestroom requested. Payment will be accepted as listed on the housing form. **All housing**

deposits are non-refundable and will not be processed until payment is received.

- 3. Hotel Placement:** Please list only hotel(s) you will accept in descending preference order. Housing is assigned daily on a first-received basis. If one of the listed hotels is available the day your housing is processed, the first available choice will be emailed to the primary contact email.

If none of the listed hotels are available the day your housing is processed, an alternate hotel placement will be chosen and emailed to the primary contact. The primary contact must respond by the deadline listed in the email to **reject** the alternate hotel placement by emailing Shantel Rotherham at srotherham@iasb.com.

If no rejection email is received by the deadline date, the housing/non-refundable deposit(s) will be assigned to the alternate hotel.

If the alternate hotel assignment is rejected, IASB will refund the housing deposit(s) immediately and the attendee(s) must secure their own housing.

- 4. Hotel Confirmations:** IASB usually receives hotel confirmations by mid-September. To access your hotel confirmation number, go to IASB 1) My Account, 2) District/Organization Transactions, 3) Completed Group Registrations to find your hotel confirmation(s).

After this date, if you do not have your hotel confirmation(s), contact the assigned hotel directly. After receiving a hotel confirmation, all further housing communications are to be directed to the hotel in-house reservations manager of the confirming hotel.

- 5. When entering housing requests, please consider:** Some individuals participating in Pre-Conference Workshops or Seminars, Administrative Professionals' Program, and the Illinois Council of School Attorneys may require a Thursday arrival.
- 6. Length-of-Stay Restrictions:** Most hotels charge an early-departure fee for onsite departure changes.

JAC BLOCK HOTELS & RATES (rate per night, plus taxes/parking)

\$197	Hyatt Regency Chicago (Co-Headquarters), 151 East Wacker Drive, 312/565-1234
\$197	Sheraton Grand Chicago (Co-Headquarters), 301 East North Water Street, 312/464-1000
\$191	Swissôtel Chicago , 323 East Wacker Drive, 312/565-0565
\$190	Fairmont Chicago , 200 N. Columbus, 312/565-8000

\$189	Chicago Marriott, 540 N. Michigan Avenue, 312/836-0100
\$189	InterContinental Chicago, 505 North Michigan Avenue, 312/944-4100
\$211	Embassy Suites Chicago, 511 N. Columbus Drive, 312/836-5900
\$189	Wyndham Grand Chicago, 71 East Upper Wacker Drive, 312/346-7100

ABOUT CONFERENCE

The 2017 Joint Annual Conference of the Illinois Association of School Boards, Illinois Association of School Administrators, and Illinois Association of School Business Officials will take place November 17-19 in Chicago.

[Read More](#)

CONFERENCE CONTACTS

Registration & Housing ▪ Exhibit Sales ▪ Sponsorships
 Shantel Rotherham
 217/528-9688, ext. 1115

Logistics ▪ Sponsorships ▪ Conference Questions
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Billing & Registration Questions
 Camille Gillette
 217/528-9688, ext. 1145
 Karen Faith
 217/528-9688, ext. 1146

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