

# LIBERTYVILLE SCHOOL DISTRICT 70

LIBERTYVILLE, IL 60048

• Adler Park School • Butterfield School • Copeland Manor School •  
• Rockland School • Highland Middle School •

## School Board

### Board Member Estimated Expense Approval Form

Submit to the Superintendent, who will include this request in the monthly list of bills presented to the School Board. Use of this form is required by 2:125-E3, Resolution to Regulate Expense Reimbursements. Please print.

Name Brian Lawton

Title/Office D70 School Board Member

Travel Destination NSBA conf. Orlando, FL


Purpose NSBA Conference

Departure Date March 30, 2023

Return Date April 3, 2023

- Estimated Expenses Approval Requested (50 ILCS 150/20)
- Purchase Order Requested Purchase Order #: \_\_\_\_\_
- Expense Advancement Voucher Requested (105 ILCS 5/10-22.32) Amount: \_\_\_\_\_

Estimated Expense Report										
Auto Travel Allowance: _____ per mile										
Date	Mileage		Comm. Travel Expenses	Lodging	Meals			Other Item	Cost	Daily Total
	Miles	Cost			Bkfst	Lunch	Dinner			
	-	-	-	-	-	-	-	Registration	825. <sup>00</sup>	825. <sup>00</sup>
12/20/22				1218. <sup>52</sup>				Pre-Conf wk shop	225. <sup>00</sup>	1443. <sup>52</sup>
1/25/23			791. <sup>95</sup>							
1/26/23			(79. <sup>00</sup> )					Credit	(192. <sup>35</sup> )	(271. <sup>35</sup> )
			incremental change					flight change		
<b>Total</b>										<b>\$1997.17</b>

  
Submitting Board Member's Signature

3/13/2023  
Date

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date

School Board Action (exceeds maximum allowable amount):  Approved  Denied  
 Approved in Part

March 13, 2023

To whom it may concern,

For clarification, the two credits are due to a rescheduled flight. This will be reflected in the final expense report as well. The incremental charge (\$79.00) is for preferred seating that was inadvertently charged to the district and the flight change credit (\$271.35) that was issued to my United Account rather than the district.

Brian Lawton

D70 School Board Member



Rose Bourgeois <rbourgeois@d70schools.org>

## NSBA 2023 Registration Confirmation

noreply@cmrus.com <noreply@cmrus.com>  
To: rbourgeois@d70schools.org

Tue, Dec 20, 2022 at 10:45 AM



Brian Lawton,

We are delighted you will be joining us for the NSBA 2023 Annual Conference and Exposition this year. The Annual Conference will take place April 1 - 3, 2023. Share that you're attending! Social media is an aspect of networking and collaboration. We want to help connect you with your peers before the conference. Get your social media badges here.

### Registration Cancellations, Substitutions, and Refunds

NSBA accepts only written cancellations and substitutions submitted to the NSBA Registration and Hotel Support Center or via Fax at (415) 216-2535. Cancellations for registrations received on or before February 16, 2023, will receive a refund less a \$150 processing fee. There are no refunds for cancellations received on or after February 17, 2023. Registrants can expect a refund within one week of submitting their request. NSBA is not responsible for other costs incurred by participants in the event of program or registration cancellation.



R0501288

Scanning the above QR code from your mobile device or confirmation printout will greatly speed you through the registration check-in process onsite. A picture ID will be required to pick up your badge and materials.

### Registrant Information

Brian Lawton  
Libertyville School District #70  
224 Harding Ave  
Libertyville, IL 60048  
blawton@d70schools.org

### Registration Summary -- R0501288

- 1 NSBA Annual Conference Registration \$825.00
- 1 Pre-Conference #6: Storytelling for Leaders: Sharing the good news of public education in your community! \$225.00

**Total Registration Fees:** \$1,050.00

**Total Payment to Date:** \$1,050.00

**Payment Date/Type:**

PO / 12/20/2022 / \$1,050.00

**Balance:** \$0.00

**Purchase Order Balance:** \$0.00

If you have an outstanding registration balance, you will not be able to pick up your badge until the registration has been fully paid. All balances must be paid 10 business days prior to April 1, 2023.

**IMPORTANT CONFERENCE REGISTRATION PAYMENT INFORMATION**

Purchase orders including payment may be sent via the following modes:

**Secure Fax:** (415) 216-2535

**Email:** Submitting Purchase Order / Payment

**Mail check to:**

National School Boards Association

PO Box 1807

Merrifield, VA 22116-8007

**IMPORTANT HOTEL PAYMENT INFORMATION**

Purchase orders are not accepted for hotel payment.

Housing and Registration payments must be made separately. Visit the support center for complete hotel payment instructions.

## Need Help?

Visit the NSBA Registration and Hotel Support Center

**Toll Free U.S. & Canada:** (800) 616-8210

**Outside U.S. & Canada:** (415) 979-2264

**Fax:** (415) 216-2535