



Parkrose School District #3
As Per Board Policy DLC/DLC-AR
Request for Extended Travel
(Travel Outside 200 Miles)

The Parkrose School Board asks that extended travelers (or their supervisors) present for a few minutes at a Board meeting following their conference. Please make arrangements with the Board Secretary.

NAME: Board Member??? to be determined

DATE November 15, 2018 DEPT/BUILDING District Office – Board Member _____

PURPOSE: To attend the 2019 NSBA Conference

TRAVEL DETAILS : DESTINATION: Philadelphia, PA _____ DATES: March 29-April 1, 2019

ESTIMATED EXPENSES:	DESCRIPTION	COST
TRAVEL	Airline	\$ 776.00
LODGING	Westin Philadelphia \$245.00 x 3 nights (without tax)	\$ 735.00
PER DIEM	Per Diem March 29-April 1 -- \$64.00 x 4 days	\$ 256.00
REGISTRATION	Early Registration	\$ 935.00
OTHER	Shuttle	\$98.00
TOTAL		\$ 2,800.00

BUDGET SOURCE(S) NAME:	Travel Budget Code	Amount
<u>BOE Gen Fund</u>	<u>100.2310.0342.130.000.000</u>	<u>1865.00</u>
↓	<u>100.2310.0410.130.000.000</u>	<u>935.00</u>

BUSINESS SERVICES DIRECTOR SIGNATURE: _____ DATE: 11/29/18

SUPERVISORS RECOMMENDATION AND COMMENTS:

BOE chair
SUPERVISOR SIGNATURE Sana Kirby DATE: 11/20/18

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

SUPERINTENDENT/DESIGNEE SIGNATURE Miguel DATE: 11/21/18

BOARD ACTION: _____ APPROVED _____ DISAPPROVED _____ DATE: _____

Schedule At-A-Glance

As of August 15, 2018

Friday, March 29, 2019

8:00 AM	6:00 PM	Attendee Registration (Exhibitor 8:00 AM – 5:00 PM)
9:00 AM	12:00 PM	Pre-Conference Half-day workshops
9:00 AM	4:30 PM	Pre-Conference Full-day workshops
1:30 PM	4:30 PM	Pre-Conference Half-day workshops

Saturday, March 30, 2019

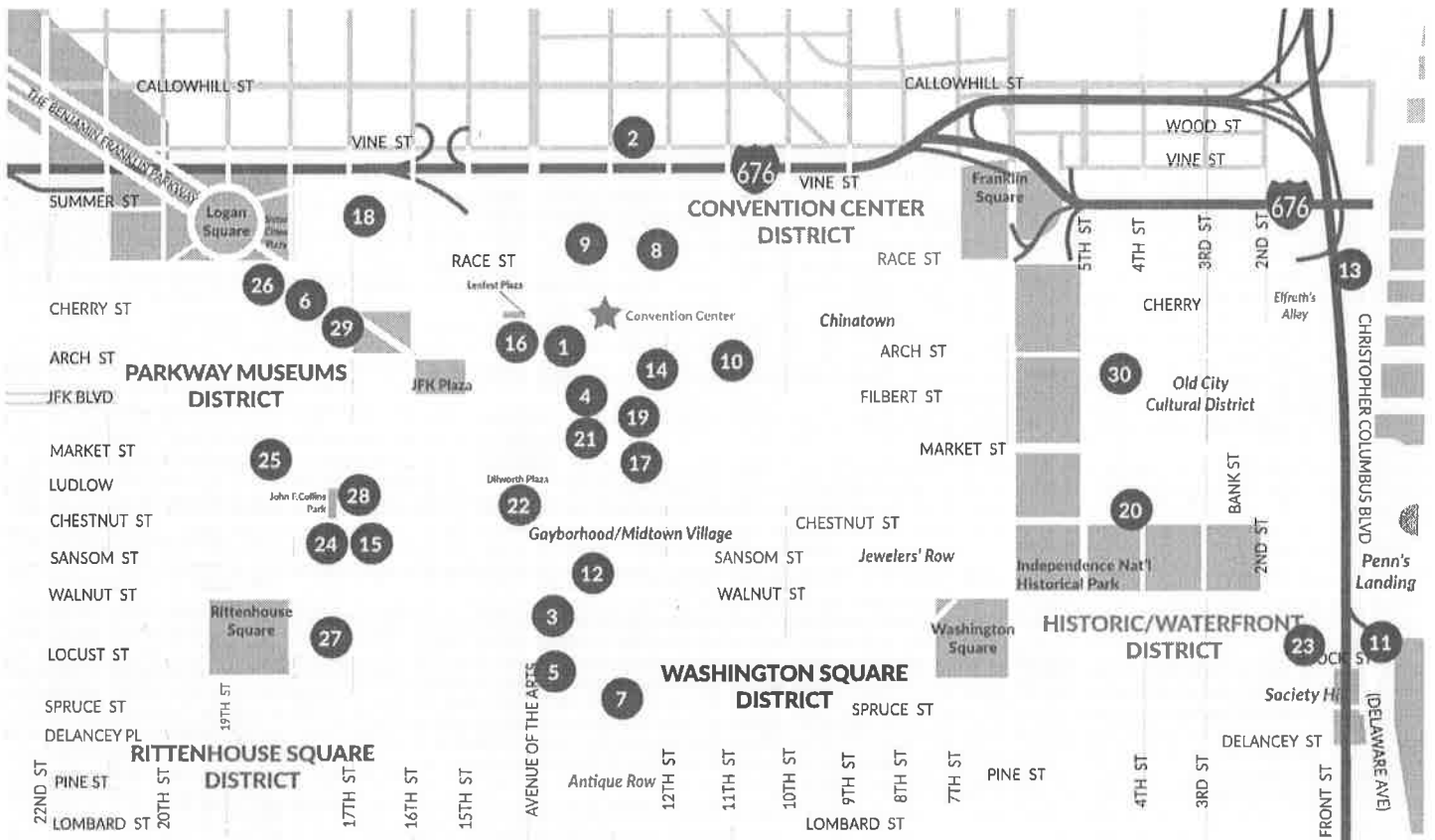
7:00 AM	5:00 PM	Attendee Registration (Exhibitor 7:00 AM – 3:00 PM)
8:30 AM	10:00 AM	General Session
10:30 AM	11:45 AM	Education Sessions
10:30 AM	4:00 PM	Exhibit Hall
		(11:30 – 1:30 & 2:45 – 3:45 exclusive hours)
12:00 PM	12:30 PM	Study Hall Sessions
12:45 PM	1:15 PM	Study Hall Sessions
12:00 PM	2:00 PM	Luncheons
1:30 PM	2:45 PM	Education Sessions
3:00 PM	3:30 PM	Study Hall Sessions
3:45 PM	5:00 PM	Education Sessions
4:00 PM	5:00 PM	Jam Session
		<i>Sponsored by Little Kids Rock</i>

Sunday, March 31, 2019

7:00 AM	4:30 PM	Attendee Registration (Exhibitor 9:00AM – 3:00 PM)
8:30 AM	9:45 AM	Education Sessions
10:00 AM	11:30 AM	General Session
		Exhibit Hall
11:30 AM	4:00 PM	(11:30 - 1:30 & 2:45 - 3:45 exclusive hours)
12:00 PM	12:30 PM	Study Hall Sessions
12:45 PM	1:15 PM	Study Hall Sessions
12:00 PM	2:00 PM	Luncheons
1:30 PM	2:45 PM	Education Sessions
3:00 PM	3:30 PM	Study Hall Sessions
3:45 PM	5:00 PM	Education Sessions
5:15 PM	5:45 PM	Drum Circle
		<i>Sponsored by NAMM</i>

Monday, April 1, 2019

7:30 AM	12:00 PM	Attendee Registration
8:30 AM	9:45 AM	Education Sessions
10:00 AM	11:15 AM	Education Sessions
11:30 AM	1:00 PM	Closing General Session



1 Aloft Philadelphia Downtown	\$219 sold out	17 Loews Philadelphia Hotel	\$229 sold out
2 Best Western Plus Convention Center	\$199 sold out	18 COSA Headquarter Hotel	\$229
3 Cambria Downtown Center City	\$189 sold out	Philadelphia 201 Hotel (formerly Sheraton Downtown)	
4 Courtyard Philadelphia Downtown	\$235 sold out	19 Headquarter Hotel	\$249 sold out
5 DoubleTree Philadelphia	\$220 sold out	Philadelphia Marriott Downtown	
6 Embassy Suites Center City	\$215 sold out	20 Renaissance Philadelphia Downtown	\$249 sold out
7 Fairfield Inn Downtown - Center City	\$209 sold out	21 Residence Inn Center City	\$230
8 Four Points Philadelphia City Center	\$209 sold out	22 Ritz-Carlton Philadelphia	\$255 sold out
9 Hampton Inn Center City - Convention Center	\$220 sold out	23 Sheraton Philadelphia Society Hill	\$209
10 Hilton Garden Inn Center City	\$225 sold out	24 Sofitel Philadelphia	\$239
11 Hilton Philadelphia at Penn's Landing	\$219	25 Sonesta Downtown Rittenhouse Square	\$209
12 Holiday Inn Express - Midtown	\$185 sold out	26 The Logan, Curio Collection by Hilton	\$235
13 Holiday Inn Express - Penn's Landing	\$165	27 Warwick Hotel Rittenhouse Square	\$223
14 Home2 Suites by Hilton - Convention Center	\$225 sold out	28 Westin Philadelphia	\$245
15 Hotel Palomar Philadelphia	\$229	29 Windsor Suites Philadelphia	\$209 sold out
16 Le Meridien Philadelphia	\$255 sold out	30 Wyndham Philadelphia Historic District	\$195



Travel Information

2019 NSBA Annual Conference and Exposition Location:

Pennsylvania Convention Center
1101 Arch Street
Philadelphia, PA 19107
([Get directions](#))

Shuttle Bus Schedule

**Subject to Change*

TRAVEL AND DISCOUNTS

AIRLINE DISCOUNTS

Direct Travel can assist with booking participants' flights to the NSBA Annual Conference while taking advantage of the Delta airline discounts. Call Direct Travel at 877-761-3727 and reference NSBA Annual Conference. Hours of operation are Monday – Friday from 8:30am – 7:00pm eastern standard time. *Please note that flight expenses and travel agency fee of \$35.00 USD is the responsibility of the participant.*

Delta Airlines Discount Fares:

Fares Offered: Up to 10% discount on applicable fares

Meeting Discount Code: NY2GJ

Travel Dates: March 29- April 1, 2019

Origin: Any Delta Airline City

Destination: Philadelphia International Airport (PHL)

Reservations and ticketing is available via **delta.com** or by calling our Delta Meeting Network Reservations at 800.328.1111. *Please note that a Direct Ticket Charge will apply for booking by phone. When booking online, select Meeting Event Code and enter your Meeting ID in the box provided on the Advanced Search Flights page.*

GROUND TRANSPORTATION

Taxi service between Philadelphia International Airport (PHL) and downtown Philadelphia is a fixed rate of \$28.50. Allow 25 minutes for travel area during normal traffic conditions and up to 45 minutes during rush hour. Information on other transportation options is available on the airport website.

Accessible Transportation. Please visit the **Accessibility** web page for more information on navigating Philadelphia including a guide to the airport.

PUBLIC TRANSPORTATION

SEPTA is the region's public transportation system offering bus, trolley, subway, and Regional Rail services. Jefferson Station (*formerly called Market East Regional Rails Station*) is connected to the Pennsylvania Convention Center.

To save time on conference day, you can **purchase fares in advance** at SEPTA Sales Offices or outlying Regional Rail station ticket offices.

The Airport Regional Rail Line provides a direct connection between the terminals at Philadelphia International Airport and downtown Philadelphia in just 20 minutes. (To get to the Pennsylvania Convention Center, exit at Jefferson Station.) The cost of a one-way ride on the Airport Line is just \$7.00.

From Amtrak's 30th Street Station you can take any SEPTA Regional Rail Line going towards Center City to the Convention Center. Ask the SEPTA Passenger Service staff for assistance. A Regional Rail train departs every few minutes. The ride to Center City is free with your Amtrak ticket.

Other SEPTA Regional Rail Lines can take you throughout the region or try a bus, trolley, or subway to see all the points of interest within Philadelphia. Please visit **www.septa.org** or call (215) 580-7800.

Purchase an Independence Pass (\$11.00) and enjoy one day of unlimited rides on all SEPTA routes to thousands of destinations. Click on Visitors on the Go for sightseeing ideas and travel directions.

Visit Philadelphia!

Great experiences, great memories, great times are here for the making.

Visit Philadelphia's Official Global Convention and Visitors Site.

March 30 - April 1, 2019

Pennsylvania Convention Center
1101 Arch Street
Philadelphia, PA 19107

Registration Questions or Assistance:
1-800-950-6722

General Questions:

National School Boards Association
1680 Duke St. FL2, Alexandria, VA 22314-3493
Phone: (703) 838-6722
Fax: (703) 683-7590

E-mail:

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Housing

How to Reserve Your Room

You must be registered for the conference and receive a confirmation I.D. number before you can reserve your housing.

Once you have registered for Annual Conference, you can reserve your room by visiting the **conference housing website**.

Top 10 Reasons Why You Should Use the NSBA Housing Block

1. Official hotels are NSBA-endorsed and inspected.
2. Greater networking opportunities exist in hotels within the block.
3. Reservations within the block are protected from hotel relocation.
4. Housing representatives are available for on-site assistance with official hotels, primarily.
5. Friendly booking terms: No change fees; no full pre-payment.
6. Guaranteed rates.
7. Complimentary shuttle service from most official hotels.
8. Attendees have an excellent chance of getting into their choice hotel.
9. It is easy to make changes.
10. Future housing and registration fees will stay low by booking at the official hotels.

Deposits

A deposit guarantee is required for each reservation and can be made by a credit card (Visa, MasterCard, American Express, Discover, and Diners Club), check, or money order.

NSBA's official housing company is Convention Management Resources (CMR), based in San Francisco. NSBA does not authorize any other housing company or independent broker to make housing reservations for our conference. If you are contacted by any other company other than CMR, please do not book with them as your housing reservations will not be able to be confirmed.

March 30 - April 1, 2019
Pennsylvania Convention Center
1101 Arch Street



Registration

NSBA events are open to U.S. school districts that hold membership in their state school boards association. NSBA reserves the right to cancel the registration of any board member or employee of a school district not a member in good standing of their state association. In the event of cancellation, NSBA is not liable for hotel, airfare, or other charges incurred by that registrant.

2019 Annual Conference Registration now open!



Board Clerks – Update Your Roster

Stay Informed on the Latest Details about Annual Conference

Having the correct email addresses for your school district leaders not only makes Annual Conference registration fast and easy, it also keeps them informed on the latest details.

[Click here to view the registration form.](#)

Conference Registration Fees

Conference Fees	NC/CUBE	Regular	Onsite
Before January 11, 2019	\$765	\$935	\$1100
After January 11, 2019	\$795	\$985	\$1100
Spouse/Family Members (18 years and more)	\$80	\$80	\$80

Optional Events

Note: The Optional Event fees are in addition to full conference registration fees listed above.

Pre-Conference Workshops

Event Description	NatCon/CUBE	Regular
Pre-Conference Workshops #1 - 2	\$270	\$320
Pre-Conference Workshops #3 - 10, 12, 14 - 23	\$175	\$195
Pre-Conference Workshop #11, 13, 21	\$200	\$225
Community Service Project Friday, 4:00 pm - 6:00 pm <i>RSVP Required</i>	Free	Free
Rural District Forum Friday, 1:00 pm - 4:00 pm	\$50	\$175

Specialty Programming

Event Description	NatCon/TLN/CUBE	Regular
COSA School Law Seminar (begins Thursday 2:00 PM) <i>No additional fee if you are a Council of School Attorneys member and a full Conference registrant.</i>	\$355	\$395

Experiential Learning Visits

Event Description	NatCon/CUBE	Regular
Colonial School District Site Visit – Personalizing Education for All Students Friday, March 29, 9:00 am – 4:00 pm	\$175	\$195
Connecting to the Future – Comcast Lunch & Briefing Saturday, March 30, Noon – 3:00 pm	\$75	\$90
Science Leadership Academy - Center City Site Visit Monday, April 1, 8:00 – 11:30 am	\$100	\$125

Meal Functions

Meal Function Description	NatCon/CUBE/ Council Members/ State Assoc. Staff	Non-Member
Council of Urban Boards of Education (CUBE) Keynote Luncheon Saturday, 12:00 PM	\$75	\$90
National Council of American Indian/Alaska Native School Board Members Keynote Luncheon Saturday, 12:00 PM	\$75	\$90
Rural District Roundtable Luncheon Saturday, 12:00 PM	\$45	\$55
CUBE Urban Night Out (UNO) <i>Free for CUBE Districts.</i> Saturday, 6:00 PM	\$75	\$90
National Hispanic Council of School Board Members Keynote Breakfast Sunday, 8:00 AM	\$75	\$90
National Black Council of School Board Members Keynote Luncheon Sunday, 12:00 PM	\$75	\$90
Education Technology Luncheon Sunday, 12:00 PM	\$75	\$90

Purchase Order Payment

Purchase Orders must be paid by March 8, 2019. Badges will not be printed onsite without full payment.

Cancellations and Refunds

Requests for refunds can be honored only if made in writing to NSBA prior to March 8, 2019, and will be subject to a \$125 cancellation fee per registrant. No refunds will be honored after March 8, 2019.

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