

## TRAVEL EXPENSES

<b>Name</b>	Melissa Serrano	<b>Department</b>	Westview School
<b>Position</b>	Teacher	<b>Approved by</b>	JC & MBK
<b>Purpose</b>	Kagan Publishing & Professional Development		

### TRIP DATES

**Dates** July 14, 2019 – July 19, 2019

### EXPENSES

Category	Dates	Details	Amount
<b>Registration Fee Kagan School Trainer Workshop</b>			999.00
7/15-7/19/19			
<b>Hotel Accommodations – Hilton Orlando Buena Vista, FL</b>			1001.25
7/14-7/19/19			
<b>Airfare – Chicago to Orlando/Travelocity-American Airlines</b>			349.60
7/14-7/19/19			
<b>TOTAL</b>			2,349.85