

**Calabasas High School
Conference Attendee Request Form**

Name:

Name of Conference:

(attach flyer)

Estimated itemized expenses:

(CHS does not fund food, or compensate time on non-work days)

Transportation:

Substitute:

Hotel:

Registration:

TOTAL:

Certificated: Yes No

If yes, what subject(s)/or grade you teach:

Department Chair: Yes No

If yes, which department:

Have you attended a conference this year or last year? Yes No

If yes, how many times, and the conference(s) attended:

If yes, how have you benefitted from their attendance?

Why do you want to go to the Conference?

What are your expectations to learn/gain from the Conference?

Please email the completed form to cfoss@lvusd.org

Thank you for your interest in attending a conference!