

# MASA EXPENSE VOUCHER 2021-2022

Name \_\_\_\_\_

Address \_\_\_\_\_

Street	City	State	ZIP
____ AASA Dues	____ School Finance Workshops		
____ AASA Breakfast	____ Spring Conference		
____ AASA Reception	____ Missouri Superintendent's Academy		
____ AASA Advocacy Conference	____ Superintendent of Year Award		
____ AASA/ASE Meetings	____ Women in Leadership		
____ Executive Director Expenses	____ Coaching Support		
____ Executive Director Fringe Benefits (Life Ins.)	____ State Lobbyists Meeting		
____ Executive Director Travel	____ Member Legal Fund		
____ Director Gov Rel Expenses	____ Video Library		
____ Missouri Supt's Academy Director Expenses	____ Mentoring Program (AMP)		
____ Director for Leadership Development Expenses	____ School Finance Consulting		
____ Communications Director Expenses	____ Executive Committee		
____ MCSA Administrative Services	____ MASA Committees		
____ MCSA Umbrella Payment	____ School Administrators Coalition (SAC)		
____ Aspiring Superintendent Workshop	____ Legislative Advocacy Contingency		
____ Aspiring Superintendent Cohort	____ Audit		
____ Leadership Summit	____ Capital Outlay		
____ Leadership Workshops	____ Contingency		
____ Masters Golf Tournament	____ Dues, Memberships, Subscriptions		
____ Bartow Golf Tournament	____ Insurance		
____ Bartow Golf Tournament Scholarships	____ Miscellaneous		
____ Lead-Develop-Support Series	____ Postage/Printing		
____ MSBA/MASA Fall Conference	____ Services/Supplies		
____ New Superintendents DESE Lunch/Dinner	____ Taxes		

**TOTAL EXPENSES:** \$ \_\_\_\_\_ (Complete work sheet on back.)

Submitted by: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*EXPENSE VOUCHERS MUST BE TURNED IN WITHIN 30 DAYS AFTER TRIP IS MADE.\*\*\***

Please return to: MASA, 3550 Amazonas Dr., Jefferson City, MO 65109-5716

Paid \_\_\_\_\_ Check # \_\_\_\_\_