

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 11/8/16



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other:
 This action request pertains to Elementary (only) High School/District Wide

Date: 10/30/165

To: **John Rouse**
 Superintendent

From: Tony Wagner
Title: Director of Student Activities

Subject: **Out of State Travel - 47th National Athletic Directors Conference**

Description: Request out of state travel for Tony Wagner to attend the 47th National Athletic Directors Conference in Nashville, Tennessee on December 9, 2016 to December 14, 2016.

Justification (District Goals): **Training** for Athletic Directors

Financial Impact: \$ \$2,992.16 (Student Activities Administrative Travel)

Attachment(s): Conference Agenda/Leave/Travel Request

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____



47th National Athletic Directors Conference/40th NIAAA Annual Meetings Nashville, Tennessee - December 9-13, 2016 - Preliminary Conference Schedule



Room Block: 250
6000

950

1350

1350

1300

730

20

Thursday December 8	Friday December 9	Saturday December 10	Sunday December 11	Monday December 12	Tuesday December 13	Wednesday December 14
	<p>International Ad Hoc Committee Meeting 8:30 am - 5:00 pm</p> <p>Incoming NIAAA Board Member Orientation 11:00 am - 11:45 am</p> <p>Exhibit Show Set-Up 12:00 pm - 5:00 pm</p> <p>NIAAA Board Meeting 1:00 pm - 4:30 pm</p> <p>Publications Committee 2:00 pm - 8:00 pm</p> <p>Meeting of all National Presentation Faculty 4:00 pm - 6:00 pm</p> <p>Early Bird Packet Pick Up 5:30 pm - 7:00 pm</p> <p>Endowment Committee 6:00 pm - 9:00 pm</p>	<p>Awards Committee 8:00 am - 11:00 am</p> <p>Publications Committee 8:00 am - 1:00 pm</p> <p>Exhibit Show Set-Up 8:00 am - 7:00 pm</p> <p>Sports Turf Field Seminar 8:00 am - 12:00 pm</p> <p>International Course 901 8:00am - 12:00pm</p> <p>Registration/LTI Booth 9:00 am - 5:30 pm</p> <p>AD Advisory Committee 9:30 am - 10:00 am</p> <p>First-Time Attendees Orientation 10:00 am - 10:45 am</p> <p>NIAAA Committee Chairs 10:00 am - 11:00 am</p> <p>“Talking and Trading” Key Issues Discussion 11:00 am - 12:00 pm</p> <p>State Membership Chairs Seminar 12:00 pm - 1:00 pm</p> <p>New Committee Member Orientation</p>	<p>NIAAA Past President Meeting 7:30 am - 9:00 am</p> <p>Exhibitor Exhibit Show Set-Up 7:30 am - 9:30 am</p> <p>CAA Test Study Session 8:00 am - 8:45 am</p> <p>NIAAA Presidents Breakfast 8:00 am - 9:45 am</p> <p>NIAAA Blue Ribbon Panel 8:00 am - 10:00 am</p> <p>Registration/LTI Booth 8:00 am - 4:00 pm</p> <p>First Workshop Session 8:45 am - 9:45 am</p> <p>Mandatory Exhibitors Meeting 9:30 am - 10:00 am</p> <p>Spouse/Guest Program 9:00 am - 10:30 am</p> <p>Second Workshop Session 10:00 am - 11:00 am</p> <p>NIAAA Committee - How Do I Get Involved? 11:00 am - 12:00 pm</p> <p>Exhibit Show 11:00 am - 5:00 pm</p> <p>NIAAA Silent Auction 11:00 am - 8:00 pm</p>	<p>LTI Information Booth 7:00 am - 8:00 am</p> <p>NEDC/Liaisons Breakfast Meeting 7:30 am - 11:30 am</p> <p>LTI 7:30 am - 11:30 am 501, 510, 611, 613, 617, 620, 640, 701, 709, 720, 724</p> <p>CAA Test Administrators 8:00 am - 9:00 am</p> <p>NFHS State High School Associations Roundtable 8:00 am - 9:30 am</p> <p>Registration/LTI Booth 8:00 am - 11:00 am</p> <p>Spouse/Guest Tour 9:00 am - 11:00 am</p> <p>Exhibit Show 9:00 am - 11:30 am 1:15 pm - 3:30 pm</p> <p>Exhibit Show Breakfast Break 9:00 am</p> <p>Third Workshop Session 9:30 am - 10:30 am</p> <p>Gift Pick-up 10:30 am - 11:30 am 1:15 pm - 3:30 pm</p> <p>Exhibit Show</p> <p>Door Prize Drawings</p>	<p>Professional Development Coordinators 7:00 am - 9:00 am</p> <p>NIAAA Board Breakfast 7:00 am - 8:45 am</p> <p>Fifth Workshop Session 8:15 am - 9:15 am</p> <p>Retired AD’s Breakfast 9:00 am - 11:00 am</p> <p>CAA Exam 9:00 am - 11:00 am</p> <p>Enriching Your Professional Skills Affiliated with Coaching Staff Relationships Lynn Kachmarik 9:30 am - 10:30 am</p> <p>Sports Law Year-in-Review Lee Green 10:45 am - 11:45 pm</p> <p>Closing General Session 1:00 pm - 2:00 pm</p> <p>NIAAA Annual Meeting/State Door Prize Drawings 2:15 pm - 4:00 pm</p> <p>Hall of Fame & Awards Banquet 6:00 pm</p>	<p>NIAAA Board Meeting 7:00 am - 9:30 am</p>

		<p>12:00 pm - 12:45 pm</p> <p>NIAAA Coaches Ed Committee 12:15 pm – 2:00 pm</p> <p>Spouse/Guest Welcome Reception 1:00 pm – 3:00 pm</p> <p>LTI 1:00 pm – 5:00 pm 502, 508, 608, 614, 615, 616, 622, 703, 710B, 715, 719</p> <p>NIAAA Committees (Certification, Credentials, Hall of Fame, Membership, NEN, Resolutions) 2:00 pm – 5:00 pm</p> <p>Opening General Session At-Large Speeches and Scholarship Awards 5:30 pm - 7:00 pm</p> <p>Catholic Mass & Chapel 7:15 pm</p>	<p>Safe Sports Zone Certification 11:45 am – 12:45 pm</p> <p>NIAAA Section Meetings 1:00 pm – 2:15 pm</p> <p>Exhibit Show Ice Cream Social 2:15 pm</p> <p>Exhibit Show Door Prize Drawings 2:30 pm – 3:00 pm</p> <p>State Award Chairs 2:30 pm – 3:15 pm</p> <p>Exhibit Show Passport Drawings 2:45 pm</p> <p>Gift Pick-up 3:00 pm - 5:00 pm</p> <p>LTI 3:30 pm - 7:30 pm 503, 506, 511, 618, 619, 621, 625, 630, 700, 707, 799</p>	<p>10:45 am – 11:30 am</p> <p>Conference Luncheon 12:00 pm – 1:15 pm</p> <p>Fourth Workshop Session 1:45 pm - 2:45 pm</p> <p>Exhibit Show Passport Drawings 3:00 pm</p> <p>Delegate Assembly 3:30 pm - 4:45 pm</p> <p>LTI 3:30 pm - 7:30 pm 504, 610, 626, 627, 631, 705, 714, 721, 723, 790</p>		
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**BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request**

Employee Name Tony Wagner
Building Administration

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>12/9/16</u>	<u>8</u>	<u>SR</u>
<u>12/12/16 - 12/14/16</u>	<u>24</u>	<u>SR</u>

Employee Signature _____ Date _____

Approved; Condition upon the specific leave being available for the specific employee **Not Approved**

Principal/Supervisor _____ Date _____

TYPE OF LEAVE

- | | | |
|--|------------------------------------|-------------------------------|
| AN Annual | PL Personal Leave | ALWO Approved Leave W/O Pay |
| SL Sick Leave | JD Jury Duty (attach verification) | ULWO Unapproved Leave w/o Pay |
| *EX/SR Extra-Curricular/School Related | NG National Guard | SWP Suspended w/Pay |
| | FN Funeral _____ | SWOP Suspended w/o Pay |
- (Master Contract) Relationship)**

***If taking School Related/Extra-Curricular Leave only, In or Out of District, you MUST list Conference Name/Location**

TRAVEL REQUEST (If receiving payment for EX/SR leave please fill out entire form completely)

Conference/Workshop 47th National Athletic Directors Conference **(Attach Brochure/Agenda)**

Location Nashville Tennessee

Departure Date 12/9/16

Return Date 12/14/16

Departure Time 4:00am

Return Time 9:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 254 @ .54 = \$ 137.16
Per Diem 6 days @ \$90.00 = \$ 540.00

Registration PO# _____ = \$ 245.00
 Hotel PO# _____ = \$ 720.00
 Other PO# Airline Ticket = \$ 1200.00
 Other PO# _____ Luggage = \$ 50.00

Sub Total \$2,892.16

Budget 226.60.720.3500.582 (100 %) \$727.16
(_____ %)

Check Total \$727.16

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____