Browning Public Schools **Board Agenda Request**Meeting to Be Held: 5/8/18



Recognition	on: 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	High School/District Wide						
Date:	5/2/18							
To:	Board of Trustees Browning School District	From: Title:	Corrina Guardipee-Hall Superintendent					
Subject:	Out of State Travel							
Description: Brian Gallup requests travel to attend the NAFIS Summer Board of Director's Meeting to be held in Boston, MA July 18-July22, 2018.								
Justification (District Goals): Mr. Gallup attends the NAFIS Directors Meeting as the NAFIS representative for Browning Public Schools.								
Financial Impact: \$277.91 (Per Diem \$395.00; Mileage \$107.91; Lodging \$0; Registration \$0; Airfare \$0; Luggage \$50.00 (Reimbursement for meals \$250.00/full reimbursement on airfare/lodging pid by Nafis)								
Funding Source (Budget/grant, etc.): Board Travel Budget								
Attachment(s): Agenda/Leave/Travel								
Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)								
Comments:								
Board Action: N/A (Info) Approved Denied Tabled to:								



NAFIS 2018 Summer Board Meeting

July 18-22, 2018

Session Dates - Thursday, July 19th & Friday, July 20th

50 Park Plaza at Arlington Street Boston, MA 02116 - 617 457-7425

Click Here: Boston Park Plaza

MEETING SCHEDULE

Wednesday – July 18, 2018

Official Arrival Day - Hotel Check-In: 3:00 pm

Thursday – July 19, 2018

Board Meeting: 9:00 am - 5:00 pm

Room: TBD

AM Break: 10:00 am PM Break: 2:00 pm

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Room: TBD

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Reception: 6:00 pm-7:30 pm

Room: TBD

Friday – July 20, 2018

Board Meeting: 9:00 am - 1:00 pm

Room: TBD

Meeting Scheduled End Time: 1:00 pm

<u>Saturday – July 21, 2018</u>

On Your Own

Sunday - July 22, 2018

Official Departure Day - Checkout: 12 PM

Browning Public Schools

Board of Trustees

Travel Request

Trustee Name	Brian Gallup			-				
Type of Travel: Travel to Posted Meetings (MCA 2-18-503)								
	☐ Travel Out of District							
Date Approved by	Board 5/8/18							
Out of District Tra	<u></u>							
Conference/Works	hop <u>NAFIS Board of Daracters</u> Attach I	irectors Summer Brochure/Agenda	r Meetin	<u>g</u>				
Location Boston	Massachusetts							
Departure Date	7/1Q/1Q	Return Date	7/22/	1 Q				
_								
Departure Time	8:00 am.	Return Time						
Transportation:	□ Personal Vehicle	Mileage _	198	@.545		107.91		
	☐ District Vehicle	Per Diem	4 days @	9 \$90 + \$12IS+	=	372.00		
	Other	Registration	PC)#	=_	0.00		
		Hotel	PO#		=	0.00		
		Airfare _	PO#		=	0.00		
				Luggage				
		Other	PO# I	Meal Reimburse				
				Sub Total	\$279.91	_		
				Check Total	\$529.91			
Budget 126.90.1	60.2310.582.84 (75%)\$	397.43						
226.90.1	60.2310.582.84 (25%)\$	132.48						
Trustee Signature				_Date				
Chairman Signatur		Date						
Superintendent Sig	nature							

Please attach receipts for hotel, airline and/or conference fees. All over payments will be rectified by adjusting the next per diem allowance.