

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: July 13, 2023

NUMBER: 24-002

FR: Office of the Superintendent

SUBJECT: Approval of Purchase,
Hilton Porter, Portland

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

ABSTRACT:

Board approval is required for purchases that exceed \$50,000.

ISSUE:

At issue is the Board's approval of the purchase of lodging for the Safe & Civil conference in July 2023 at the Hilton Porter, not to exceed \$55,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Forty-Five staff members are attending the Safe & Civil National Conference in Portland in July 2023. The total hotel costs will not exceed \$55,000 for lodging during the conference.

These items were fully budgeted under the FY24 ESSER funding.

Funding: ESSER 3 (Fund 252)

ALTERNATIVES:

1. Approval of the purchase of hotel rooms for the Safe & Civil conference in July 2023 at the Hilton Porter, not to exceed \$55,000.
2. Disapproval of the purchase of hotel rooms for the Safe & Civil conference in July 2023 at the Hilton Porter, not to exceed \$55,000.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval purchase of hotel rooms as presented.