

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 8/25/21



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: 8/17/21

To: **Board of Trustees**
Browning Public Schools

From: Corrina Guardipee-Hall
Title: Superintendent

Subject: Out of State Travel-NIISA 2021-2022

Description: Request approval for Board of Trustees, Corrina Guardipee-Hall, Crystal Tailfeathers to attend the 2021-2022 NIISA Annual Meeting in Las Vegas, Nevada, December 6 & December 7, 2021.

Financial Impact: \$1,558.21 (Lodging \$555.00; Reg \$350.00; Mileage \$142.24 Per Diem \$240.00; Airfare \$400.00; Luggage \$60.00).

Funding Source (Budget/grant, etc.): Board/Administrative/Impact Aid budgets

Attachment(s): Travel Request/Agenda

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

Comments: _____

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



**ANNUAL CONFERENCE
HARRAH'S HOTEL AND CASINO,
LAS VEGAS
DECEMBER 6 AND 7, 2021**

CALL TO CONFERENCE

37th NIISA Annual Conference

December 6th and 7th, 2021

(FISEF: Basics of Impact Aid Training, December 4 and 5)

**Harrah's Hotel and Casino
Las Vegas, Nevada**

Hotel registration: Group block-SHNII1

Web link: <https://book.passkey.com/go/SHNII1>

(a fee will be charged for each hotel registration by phone (888-458-8471))

Featured Presentations/Events

- NIISA Annual Meeting
- Member school presentations
- Impact Aid Program updates
- Invited speakers/presenters

Browning Public Schools
Board of Trustees
Travel Request

Trustee Name: Sample Request

Type of Travel: ☐ Travel to Posted Meetings (MCA 2-18-503)
☒ Travel Out of District

Date Approved by Board 8/25/21

Out of District Travel

Conference/Workshop NIISA 37th Annual Meeting
Attach Brochure/Agenda

Location Las Vegas, NV

Departure Date 12/5/21

Return Date 12/8/21

Departure Time 3:00 p.m.

Return Time 8:00 pm

Transportation: ☒ Personal Vehicle
☐ District Vehicle
☐ Other _____

Mileage 254 @.56 = 142.24

Per Diem 2 dys @ 90+\$30IS+\$12IL+18OB = 240.00

Registration PO# 14425 = 350.00

Hotel PO# 14166 = 555.00

Airfare PO# = 400.00

Other Deductions Luggage = 60.00

Sub Total \$1,747.24

Budget 126.90.160.2310.0582. (75%)\$331.68

226.90.160.2310.0582. (25%)\$110.56

Check Total \$442.24

Trustee Signature _____ Date _____

Chairman Signature _____ Date _____

Superintendent Signature _____ Date _____

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