

Browning Public Schools
Board Agenda Request
Meeting To Be Held: January 30, 2018



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- 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
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Date: January 18, 2019

To: Board of Trustees
Browning Public Schools

From: Corrina Guardipee-Hall
Title: **Superintendent**

Subject: Out of State Travel

Description: The Board of Trustees and Corrina Guardipee-Hall to attend the 2019 Spring NAFIS Conference in Washington, DC March 14 – March 20, 2019.

Financial Impact: Approximate Costs \$4,105.32 ea. (Per Diem \$603.00; Lodging \$2,145.00; Mileage \$147.32; Airfare \$650.00; Registration \$500.00; Luggage \$60.00). Taxi/Shuttle/Parking/luggage will be reimbursed upon return.

Funding Source (Budget/grant, etc.): designated to appropriate travel budget

Attachment(s): Travel Request/Conference Agenda

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

Comments: _____

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

NAFIS SPRING CONFERENCE TENTATIVE PROGRAM AGENDA

SUNDAY, MARCH 17, 2019

8:30AM – 3:30PM	Registration Area & Social Media Station Open
8:30AM – 5:30PM	Internet Café Open
9:00AM – 10:15AM	Conference Orientation & The Basics of Impact Aid
10:15AM – 10:45AM	Public Relations 101
10:45AM – 11:45AM	Subgroup Meeting - Mid-to-Low-LOT Schools (MTLLS)
10:45AM – 12:00PM	Subgroup Meeting - Federal Lands Impacted Schools Association (FLISA)
12:00PM – 12:45PM	Lunch on your own
12:00PM – 12:45PM	State Chair Working Lunch (Invitation Only)
1:00PM – 4:15PM	First General Session
4:30PM - 5:15PM	New to NAFIS Welcome
4:30PM – 5:15PM	School Board Members Session
5:30PM – 6:30PM	Meet and Greet Reception

MONDAY, MARCH 18, 2019

7:45AM – 2:00PM	Registration Area Open
7:45AM – 5:00PM	Internet Café & Social Media Station Open
7:45AM – 9:45AM	Subgroup Meeting - Military Impacted Schools Association (MISA) – breakfast (MISA members only)
7:45AM – 9:45AM	Subgroup Meeting - National Indian Impacted Schools Association (NIISA) – breakfast (NIISA members only)
8:30AM – 9:45AM	Subgroup Meeting - Federal Lands Impacted Schools Association (FLISA)
10:00AM - 11:00AM	Breakout Sessions, Part I
11:15AM – 12:15PM	Breakout Sessions, Part II
12:30PM – 2:15PM	Luncheon
2:45PM – 4:30PM	Second General Session
3:30PM – 5:00PM	Department of Education One-on-One Session
4:30PM – 5:15PM	State Meetings (as requested by State Chair)

TUESDAY, MARCH 19, 2019

9:00AM – 4:00PM	Capitol Hill Day - Pre-Scheduled Visits
12:00PM – 1:30PM	State Events - Texas (TAFIS) and California (CAFIS) Lunches (Invitation Only)
4:00PM – 5:00PM	Hill Day Debrief
7:00PM – 10:00PM	Ending Reception

Browning Public Schools
Board of Trustees
Travel Request

Trustee Name _____

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

Date Approved by Board 1/30/19

Out of District Travel

Conference/Workshop NAFIS Spring Conference 2016 (Attach Brochure/Agenda)

Location Washington, D.C.

Departure Date 3/13/19

Return Date 3/20/19

Departure Time 4:00 p.m.

Return Time 3:30 p.m.

Transportation: Personal Vehicle Mileage 254 @.58 = 147.32
 District Vehicle Per Diem 6 dys@90+48OS+15IS = 603.00
 Other _____ Registration PO# = 500.00

Hotel PO# = 2145.00

Other PO# Airfare = 650.00

Luggage (\$30/bag depending on Airline = 60.00)

Submit Receipts on return from travel for Taxi/Shuttle/Parking

Sub Total \$4,105.32

Budget 126.90.160.2310.0582. (75%)\$607.74
226.90.160.2310.0582. (25%)\$202.58

Check Total \$810.32

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.