

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 12/14/21



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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

Date: 12/7/21

To: Corrina Guardipee-Hall
 Browning Public Schools

From: Sicily Bird
Title: Principal

Subject: **Out of state travel 2022 Educators Conference**

Description: Request out of state travel for Sicily Bird and Edi Wagner for 2022 staff development to attend the Educators Conference in Las Vegas held on January 16 & 17 2022.

Financial Impact: \$2,278.12 ea

Funding Source (Budget/grant, etc.): 126.30.120.2213.582

Attachment(s): Travel Request/Conference Schedule

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

Comments: _____

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



LAS VEGAS

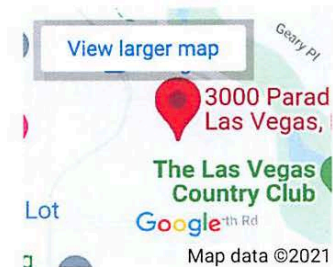
JANUARY 16-17, 2022
AGENDA & CONFERENCE REGISTRATION

LOCATION

After registering, [click here](#) to book your room at the Westgate Las Vegas for just \$89/night!

Location Information

Location Name Westgate Las Vegas
Address 3000 Paradise Rd, Las Vegas, NV,
89109 US
Directions [Google](#), [Bing](#), [MapQuest](#)



AGENDA

Saturday, January 15th

4pm - 7pm **Welcome Celebration** Check-in, pick up your conference all-access pass, shop our Merch Shop, meet your favorite presenters, and attend a book signing!

Sunday, January 16th

7am - 8am **Registration** Couldn't make it to our Welcome Celebration? Pick up your credentials here to start your day.

8am - 12:20pm **Morning Content Sessions** Join your grade level for grade-specific content sessions with our expert presenters.

12:20pm - 1:30pm **Lunch** Enjoy lunch on your own.

1:30pm - 4:30pm **Afternoon Content Sessions** Join your grade level for grade-specific content sessions with our expert presenters.

4:30pm - 6pm **Evening Celebration** Shop the GYTO Merch Shop, meet your favorite presenters, and attend our book signings!

Monday, January 17th

8am - 12:20pm **Morning Content Sessions** Join your grade level for grade-specific content sessions with our expert presenters.

12:20pm - 1:30pm **Lunch Break** Enjoy lunch on your own.

1:30pm - 4:30pm **Afternoon Content Sessions** Join your grade level for grade-specific content sessions with our expert presenters.

4:30pm **GYTO Send Off** Leave the conference feeling empowered and with the tools you need to make educational magic in your classroom the very next day!

**BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request**

Employee Name: Sample Leave Request
Building Napi

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>1/17-1/18, 2022</u>	<u>16</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 SDE Conference Literacy & Learning (Attach Brochure/Agenda)

Location Las Vegas, NV

Departure Date: 1/14/22

Return Date 1/18/22

Departure Time 3:00 PM.

Return Time 4:30 PM.

Transportation: Personal Vehicle

Mileage 254 x .56 = \$71.12

District Vehicle

Per Diem 3 days @ \$90 +\$18 BO+\$32 LO+\$15 SI = \$335.00

Professional Development

Registration PO# _____ = \$ 415.00

Hotel PO# _____ = \$ 900.00

Other PO# Airfare = \$ 557.00

Other PO# Luggage = \$ 0.00

Sub Total \$2,278.12

Budget: 126.30.120.2213.582 (100%) \$406.12

Check Total \$406.12

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____