

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: January 11, 2022



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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:** December 28, 2021

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

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

**Subject:** Out of State Travel

**Description:** The Board of Trustees, Corrina Guardipee-Hall to attend the 2022 Spring NAFIS Conference in Washington, DC March 13 – March 15, 2022.

**Financial Impact:** Approximate Costs \$4,158.64 ea.

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

**Attachment(s):** Travel Request/Conference Agenda

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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

## SCHEDULE HIGHLIGHTS

### March 13

**Opening Session** – 1:00-4:15pm ET (*livestreamed for virtual attendees*)

**School Board Members Meeting** – 4:30-5:30pm ET

**New to NAFIS Welcome** – 4:30-5:15pm ET

**Meet and Greet Reception** – 5:30-6:30pm ET

### March 14

**Subgroup Meetings** – 8:00-10:00am ET

**Breakouts** – 10:30-11:30am ET

**Second General Session** – 1:00-4:00pm ET (*livestreamed for virtual attendees*)

**U.S. Department of Education One-on-One Sessions** – 3:30-5:00pm ET

**State Meetings** – 4:30-5:15pm ET

### March 15 - Hill Day

**Prescheduled Meetings with Congressional Offices**

**Hill Day Debrief** – 4:00-5:00pm ET (*virtual*)

**Closing Reception** – 7:00-10:00pm ET

## ABOUT THE CONFERENCE

### Join the NAFIS Family for the 2022 NAFIS Spring Conference!

Registration is open for the 2022 NAFIS Spring Conference, which will be held March 13-15 at the Hyatt Regency Capitol Hill in Washington, DC!

Under our conference theme, "**Reflecting on the Past; Preparing for the Future**," we will acknowledge the challenges of the last two years – including COVID, civil unrest and the passing of NAFIS Executive Director Hilary Goldmann – while looking toward what comes next. We will join together to strengthen Impact Aid, the NAFIS organization and the work you do every day to benefit children, families and communities.

The conference comes at a critical time, allowing attendees to engage in important advocacy work. It will feature high-profile speakers, the latest updates on Impact Aid, timely breakout sessions and the chance to connect with other members of the NAFIS Family and U.S. Department of Education staff. But it's not all work and no play – we're looking forward to the ending reception, which includes food, games and the FISEF Grand Giveaway raffle to benefit the Federally Impacted Schools Educational Foundation (FISEF).

In addition, FISEF is hosting an in-depth Impact Aid technical assistance workshop immediately preceding the conference, on March 12, 2022 ([separate registration](#) required).

### **COVID Modifications**

While we can't predict the public health context in March, at this point we assume that conference attendees will be required to wear masks. We strongly encourage all attendees to be vaccinated and boosted. Right now, there are no social distancing requirements in DC or at the Hyatt. To maximize attendance in our traditional conference space (which is different than the space we had for the 2021 NAFIS Fall Conference), we are exploring alternate seating arrangements and planning for a delicious, hot grab-and-go lunch, as in the fall. Register as soon as possible to ensure your spot. In the event that capacity restrictions tighten and we have to roll back attendance, we will do so based on registration date and time.

### **Congressional Meetings**

The top priority of the conference is Impact Aid advocacy, and a key component of the event is Hill Day. At this point, we do not know if Hill meetings will be virtual, in person or a combination of both. The format will likely vary by congressional office. We will keep you updated as we learn more. If you have questions about specific offices, please reach out directly to your Members of Congress.

### **Virtual Options**

Not coming to DC in person? There is a virtual registration option that includes the livestream of the Sunday and Monday afternoon general sessions, along with additional content taking place in the general session room.

If you have questions about conference registration, please contact Lynn Watkins, NAFIS Director of Operations & Conference Services, at [lynn@nafisdc.org](mailto:lynn@nafisdc.org).

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 1/11/22

**Out of District Travel**

Conference/Workshop NAFIS Spring Conference 2022 (Attach Brochure/Agenda)

Location Washington, D.C.

Departure Date 3/9/22 Return Date 3/16/22

Departure Time 4:00 p.m. Return Time 6:00 p.m.

Transportation:  Personal Vehicle Mileage 254 @.575 = 142.24  
 District Vehicle Per Diem 5 dys@90+48OS+2 mls @ \$30IS= 618.00  
 Other \_\_\_\_\_ Registration PO# \_\_\_\_\_ = 550.00  
Hotel PO# \_\_\_\_\_ = 2,100.00  
Other PO# \_\_\_\_\_ Airfare = 668.40

Luggage (\$40/bag each way, depending on Airline) = 80.00

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage

Sub Total \$4,158.64

Budget 126.90.160.2310.0582. (75%)\$630.18  
226.90.160.2310.0582. (25%)\$210.06

**Check Total \$840.24**

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.**