# Browning Public Schools Board Agenda Request Meeting to Be Held: November 28, 2018



Recognition	on: 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:	November 19, 2018					
To:	<b>Board of Trustees</b> Browning Public Schools	From: Title:	Corrina Guardipee-Hall Superintendent			
Subject: Out of State Travel: NAFIS Board of Directors						
<b>Description:</b> Brian Gallup requests to attend the NAFIS Winter Board of Directors meeting to be held in New Orleans, Louisiana, January 16, 2019 – January 20, 2019.						
<b>Financial Impact:</b> \$515.91 (mileage \$107.91; per diem \$408.00) Airfare and Per Diem of \$200.00 to be reimbursed. Total Trip \$315.91.						
Funding Source (Budget/grant, etc.): Board Travel Budget						
Attachment(s): Agenda/Travel Request						
Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)						
Comments:						
Board Action: N/A (Info) Approved Denied Tabled to:						

### NAFIS 2019 Winter Board Meeting January 16-20, 2019



#### HILTON NEW ORLEANS RIVERSIDE

Two Poydras Street - New Orleans, La 70130 - 504-561-0500

Click Here: Hilton Hotel



## **MEETING SCHEDULE**

#### Wednesday – January 16, 2019

Official Arrival Day - Hotel Check-In: 3:00 pm Committee Meeting 4:00 pm - 7:00 pm Room: Compass - Riverside Bldg.

Thursday – January 17, 2019

Board Meeting: 9:00 am – 5:00 pm Room: Compass – Riverside Bldg. Breakfast Buffet: 8:00 am-9:00 am

AM Break: 10:00 am

PM Break: 2:00 pm

Lunch: 12:00 pm-1:15 pm

Room: Leeward – Riverview Bldg.

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Reception: 6:00 pm-7:30 pm

Room: Leeward – Riverview Bldg.

#### **Friday – January 18, 2019**

Board Meeting: 9:00 am – 1:00 pm

Room: Compass – Riverside Bldg.

Breakfast Buffet: 8:00 am-9:00 am

Meeting Scheduled End Time: 1:00 pm

#### Saturday - January 19, 2019

On Your Own

#### **Sunday – January 20, 2019**

Official Departure Day - Checkout: 12 PM

# Browning Public Schools Board of Trustees Travel Request

Trustee Name:	Brian Gallup	<u> </u>					
Type of Travel: Travel to Posted Meetings (MCA 2-18-503)							
Date Approved by Board: 11/28/18							
Out of District Trav							
	p: NAFIS - Winte	Attach Brochure/A					
Location: New C	Orleans, Louisiana		_				
Departure Date	1/16/19	Return Date: _	1/20/19				
Departure Time	4:00 a.m.	Return Time: _	5:00 p.m.				
Transportation:	Personal Vehicle	Mileag	e: 198 @.545	= \$107.91			
	☐ District Vehicle	Per Die	e <b>m:</b> <u>4 dys @\$90.00+2 me</u>	als = \$408.00			
	Other	Registr	ration: PO#	= -0-			
	Airfare will be reimburse	ed = -0-					
<b>Per Diem</b> : Per diem reimbursed @ \$200.00 = -0-							
			Sub T	<b>Total</b> \$515.91			
				Total <u>\$515.91</u>			
<b>Budget:</b> <u>126.90.160.23</u>	310.0582.1084 (75%) \$3	<u>86.93</u>					
226.90.160.23	310.0582.1084 (25%) \$1	<u>28.98</u>					
Trustee Signature			Date				
Chairman Signature			Date				
Superintendent Signa	ture		Date				

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