

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 11/1/18



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: 10/16/18

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

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

Subject: **Out of State Travel-NIISA**

Description: Request approval for Board of Trustees and Corrina Guardipee-Hall to attend the NIISA Annual Meeting in Las Vegas, Nevada, December 9-December 11, 2018.

Financial Impact: **\$1,677.67** (Lodging \$506.24; Reg \$350.00; Mileage \$138.43; Per Diem \$333.00; Airfare \$300.00; Luggage \$50.00).

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: _____

NIISA

2018 ANNUAL CONFERENCE

HARRAH'S HOTEL AND CASINO, LAS VEGAS

DECEMBER 10TH AND 11TH, 2018

HOTEL INFORMATION

RESERVATIONS: 1-888-458-8471 GROUP CODE: SHNII8
ROOM RATE: \$102 single/double occupancy (12% Clark County Room Tax
and \$30 resort fee)

On line hotel reservations: <https://book.passkey.com/go/SHNII8>

RESERVATION GROUP RATE CUT-OFF: Wednesday, November 7, 2018

TENTATIVE AGENDA

| | | |
|----------------------|--|--|
| Saturday & Sunday | December 8 th & 9 th | Basics of Impact Aid (FISEF) Register at NAFIS-(202) 624 5455 |
| Sunday | December 9 th | Registration- Foyer A- 1:00-4:30 NIISA Board meeting RM TBA |
| Monday | December 10 th | Registration Foyer A-8:00-4:00 Breakfast buffet-7:45-8:30 Conference: NIISA-8:30-4:00 |
| Tuesday | December 11 th | Beverage service-7:45-8:30 RM TBA Brunch-11:00 NIISA breakouts-8:30-3:30 RM TBA NIISA Annual Mtg: 1:00-3:30 |

REGISTRATION

MEMBERS: \$350

NON MEMBERS: \$425

****If your district is a NIISA member and attending the Annual Conference for the FIRST time, the registration rate is reduced to \$200 per person!**

Registration received after **December 3, 2018** will be charged an additional \$50 fee. Checks or money orders payable to:

NIISA
Attn: Dan Hudson
384 South 3rd Street
Lander, Wyoming 82520

Cancellation/Refund Policy: Request must be made in writing to: Brent Gish, P.O. Box 30, Naytahwaush, MN 56566 Email: gishbd@arvig.net Fax: (218) 935 2740

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 11/1/18

Out of District Travel

Conference/Workshop NIISA Annual Meeting
Attach Brochure/Agenda

Location Las Vegas, NV

Departure Date 12/8/18

Return Date 12/12/18

Departure Time 4:00 p.m.

Return Time 4:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Other _____

Mileage 254 @.545 = 138.43

Per Diem 3 dys@90 + 15IS + 48OS = 333.00

Registration PO# = 350.00

Hotel PO# = 506.24

Airfare PO# = 300.00

Other Deductions _____ = 50.00

Sub Total \$1,677.67

Budget 126.90.160.2310.0582. (75%)\$391.07
226.90.160.2310.0582. (25%)\$130.36

Check Total \$521.43

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.