



**To:** Dr. Charles Johns  
Board of Education

**From:** Mrs. Barbara Georges  
Mr. Jason Markey  
Mr. Brad Swanson

**Date:** September 27, 2022

**Re:** National Baseball Conference hosted by the American Baseball Coaches Association

**Recommendation**

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$4,515.00 as presented.

**Background**

In keeping with Board Policy 6040, the Board of Education has established a maximum allowable amount for prepaid expenses and reimbursement for travel, meal and lodging expenses to an amount not to exceed \$5,000 aggregate or have more than six attendees per professional leave trip. In the event that a trip's expenses exceed the per trip aggregate cost, the Board of Education is required to approve the expenses by a roll call vote at an open meeting.

The Business Services department has implemented a process where they are notified if there is a desired trip that exceeds the \$5,000 aggregate threshold. In response to the request, a formal memo is drafted and information is presented to the Board of Education for consideration prior to any expenses being incurred by the District.

Attached is a professional leave opportunity summary that is being submitted for consideration.

## Request of Approval for Professional Leave Expenses

Name of Event	Dates and Location of Event
ABCA State Baseball Clinic	Jan 6-8, 2023 Opryland Hotel, Nashville Tenn.

### Overview and Description of Event

This is our annual National Baseball clinic. Coaches from around the country will be providing professional development for our entire staff.

### Rationale for Attending Event

This will provide continued professional development for our baseball staff in the district. Professional and college coaches from around the country will be presenting.

### Outcomes

Staff continued professional development.

### Possible Alternatives Considered

NA

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Yes	
<i>Registration:</i>	\$165 x 11	\$1,815.00
<i>Lodging:</i>	\$150.00 (6 rooms) (3 nights)	\$2,700.00
<i>Meals:</i>		
<i>Vehicle Expense:</i>		
<i>Airfare Expense:</i>		
<i>Other:</i>		
<b>Total Cost</b>		<b>\$4,515.00</b>

Please indicate N/A in an expense category if it is not applicable to this trip.

<b>Employees and Building Attending</b>	<b>Employees and Building Attending (Continued)</b>
<ul style="list-style-type: none"><li>● Steve Stanicek GBS</li><li>● Terry Harris GBS</li><li>● Josh Stanton GBS</li><li>● Mark Gallegher GBS</li><li>● Mo Raja GBS</li></ul>	<ul style="list-style-type: none"><li>● Dom Savino GBN</li><li>● Hank Schau GBN</li><li>● Justin Weiner GBN</li><li>● Zach Hinkamp GBN</li><li>● Drake Berman GBN</li><li>● Dan Scott GBN</li></ul>

<b>Supervisor Approval</b>
Tom Mietus, GBS Athletic Director  John Catalano, GBN Athletic Director