



To: Dr. Charles Johns
Board of Education

From: Dr. Rosanne Williamson
Mr. Jason Markey
Mr. Brad Swanson

Date: October 25, 2021

Re: Request of Approval for Professional Leave Expenses - ABCA National
Baseball Convention

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$3115 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 or has more than six attendees per professional leave trip. 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 National Baseball Convention	Jan 7,8, and 9, 2022 Chicago IL.

Overview and Description of Event
National Convention for all baseball coaches. Speakers and Clinics for high school and college coaches.

Rationale for Attending Event
This is our main event for professional development for all of our baseball coaches.

Outcomes
To continue to stay current and grow our programs, ourselves, and our assistants with the latest of what the best coaches in the country are currently doing.

Possible Alternatives Considered
NONE

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Yes	
<i>Registration:</i>	165	1,815.00
<i>Lodging:</i>	1300	1,300.00
<i>Meals:</i>		
<i>Vehicle Expense:</i>		
<i>Airfare Expense:</i>		
<i>Other:</i>		
Total Cost		3,115.00

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

Employees and Building Attending	Employees and Building Attending (Continued)
<ul style="list-style-type: none"> ● Steve Stanicek GBS ● Travis Myers GBS ● Josh Stanton GBS ● Terry Harris GBS ● Mark Gallagher GBS 	<ul style="list-style-type: none"> ● Dom Savino GBN ● Zach Hinkamp GBN ● Hank Schau GBN ● Dan Scott GBN ● Brett Synek GBN ● Justin Weiner GBN

Principal Approval
<p>Dr. Rosanne Williamson Mr. Jason Markey</p>