M E M O R A N D U M

**TO: Bonnie Rickert , Chairman**

**Board Members**

**FROM: Randy Poe, Superintendent**

**DATE: January 30, 2018**

**RE: NSBA & KSBA Conferences 2018- Superintendent, Board Members and Administrators**

**For the board to approve the travel and registration expenses for the superintendent and board members that are confirmed to attend the following conferences:**

**NSBA Conference will be held on April 6-9, 2018, San Antonio . Estimated cost per person is $2500.00. Planning to attend: Karen Byrd, Randy Poe, Matt McIntire and Ed Massey 2 nights (Mr. Massey expenses will be 3 nights will be covered by NSBA and registration is covered because of his past president status).**

**KSBA Annual Conference will be held on March 2, 3 and 4th , 2018 in Louisville, Kentucky. Estimated expenses of $700.0 per person with hotel rooms, registration, mileage and meals. Planning to attend: Maria Brown (1 night), Karen Byrd (3 nights), Bonnie Rickert (0 nights), Ed Massey (2 nights), Matt McIntire(2 nights) and Randy Poe (2 nights).**

**I recommend that the board approves the travel expenses for the board members and the superintendent to attend the KSBA and NSBA conferences, as presented.**