M E M O R A N D U M

**TO: Chairman**

**Board Members**

**FROM: Randy Poe**

**DATE: December 18, 2019**

**RE: NSBA & KSBA Conferences 2019- Superintendent, Board Members**

**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 March 30, 2019 – April 1, 2019, Philadelphia. Estimated cost per person is $2500.00. Planning to attend: Maria Brown, Karen Byrd, Randy Poe, Julia Pile and Matt McIntire.**

**KSBA Annual Conference will be held on February 22, 23, 24, 2019 in Louisville, Kentucky. Estimated cost per person $500.00. Planning to attend: Maria Brown, Karen Byrd, Julia Pile, Matt McIntire and Randy Poe.**

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