



**The School Board of Brevard County, Florida**  
**SCHOOL BOARD MEMBER OUT OF COUNTY AND OUT OF STATE TRAVEL REQUEST**  
**FOR SCHOOL BOARD CONFIRMATION**

Member:	Matthew Susin	Conference/Meeting:	FSBA Joint Conference
Meeting Date:	May 25, 2021	Conference/Meeting Date(s):	June 9-11, 2021
Agenda Item #:	[AGENDA ITEM #]	Total Estimated Dollar Amount:	\$524.20

**Title:**

Board Member Travel Confirmation Request: [Matthew Susin's] travel request to attend the [FSBA Joint Conference] at [Grand Hyatt Tampa Bay] on [June 9-11, 2021].

**Requested Action:**

Opportunity for public comment and subsequent School Board confirmation that [Matthew Susin's] travel to attend the [FSBA Joint Conference] on [June 9-11, 2021] is for official School Board business and that the travel complies with the rules of the State Board of Education.

**Summary Explanation and Background:**

Effective July 1, 2019, Section 1001.39(1), Florida Statutes, titled *District school board members; travel expenses*, provides as follows:

- (1) In addition to the salary provided in s. 1001.395, each member of a district school board shall be allowed, from the district school fund, reimbursement of travel expenses as authorized in s. 112.061, provided that any travel outside the district that exceeds \$500 requires prior approval by the district school board to confirm that such travel is for official business of the school district and complies with rules of the State Board of Education. Any request for travel outside the state must include an itemized list detailing all anticipated travel expenses, including, but not limited to, the anticipated costs of all means of travel, lodging, and subsistence. Immediately preceding a request, the public must have an opportunity to speak on the specific travel agenda item.

[Matthew Susin] plans to attend the [FSBA Joint Conference] which is located [CHOOSE ONE: Out of County/Out of State] on [June 9-11, 2021].

**Financial Impact:**

The financial impact to the district is approximately \$[524.20]. The source of funds is [100.9000.011131.7100.332.000 or is being paid for by [NAME OF ENTITY].

**Exhibits:**

- Agenda for [FSBA] at [Grand Hyatt Tampa Bay] on [June 9-11, 2021]
- Out of County Travel Form (which itemizes anticipated travel expenses including, but not limited to, the anticipated costs of all means of travel, lodging, subsistence, etc.)

**Board Action:**             **Confirmed**             **Not Confirmed**

\_\_\_\_\_  
**School Board Chairman/School Board Vice Chairman**

\_\_\_\_\_  
**Date**

**SCHOOL BOARD OF BREVARD COUNTY, FLORIDA  
OUT-OF-COUNTY TRAVEL REQUEST FORM  
PRE-APPROVAL FORM FOR ESTIMATED EXPENSES IN ADVANCE OF ACTUAL TRAVEL**

**FOR TRAVEL DURING  
CALENDAR YEAR  
2021**

<b>Traveler's Name and Title:</b> Name: Matthew Susin Title: School Board Member, District 5		<b>Employee ID:</b> 100 31093	<b>Employee's Home Base (site number and name):</b> Site Number: 9000 Site Name: Board Office	<b>Travel Method:</b> <input type="checkbox"/> Car Pool <input type="checkbox"/> County Vehicle <input checked="" type="checkbox"/> Personal Vehicle <input type="checkbox"/> Rental Vehicle <input type="checkbox"/> Airline <input type="checkbox"/> Other: _____
<b>Purpose of Trip:</b> <i>Enter One; Prof Dev, Representing District, Presenting Info, Student Event, LOD, or Other</i>		<b>Trip:</b> Dates Times From: 06/09/21 5:00 a.m. To: 06/11/21 6:00 p.m.		
<b>Name and Location of Conference or Event:</b> FSBA Annual Joint Summer Conference; Grand Hyatt Tampa Bay, 2900 Bayport Drive, Tampa, FL				

**ESTIMATED EXPENSES AND FUNDING SOURCE**

**SELECT ONE:**  These expenses will be paid entirely by the District.  These expenses will be paid/reimbursed in whole or in part by another entity.

Total Miles  (round trip total with personal vehicle) Est. Mileage (at \$0.56 per mile) \$

Lodging	\$ 358.00	Taxi	\$ -	Lunch	\$ -
Per Diem	\$ -	Registration	\$ 250.00	Dinner	\$ -
Airfare	\$ -	Tolls/Parking	\$ 15.00	Other	\$ -
Car Rental	\$ -	Breakfast	\$ -		

Total Est. Expenses \$

Total Est. Mileage and Est. Expenses \$

Fund	Site #	Project	Function	Object	Program	Available Budget
100	9000	011131	7100	332	000	\$ 1,295.20
100	9000	011131	7100	737	000	\$ 250.00

Less: Est. Amt Paid/Reimb by Other Entities (enter as a positive amt) \$

Less: Est. Pcard/PO Amt Paid by Brevard Schools (enter as a positive amt) \$  + 358.00

**TOTAL EST. REIMB DUE TO EMPLOYEE** \$  166.00

**Describe the benefit the District will receive from your attendance at this event:**  
 The Annual Joint Conference provides an opportunity for school board members to gain needed insight into the issues and events impacting education, and access valuable professional development opportunities.

*I certify that the above is a true and correct statement of estimated travel expenses incurred in the conduct of School Board business for a public purpose authorized by law; that travel is based on the most economical method of travel and lodging; and that actual expenditures to be paid or reimbursed by another entity have been disclosed on this form.*

\_\_\_\_\_  
 Traveler's Signature Date  
 Matthew J. Susin  
 Print or Type - Traveler's Name

\_\_\_\_\_  
 Approver's Signature (Principal, Director, or above) Date  
 Misty Belford, School Board Chairman  
 Print or Type - Approver's Name AND Title



**Wednesday, June 9, 2021**  
**FSBA/FADSS Annual Summer Conference - TENTATIVE AGENDA**

**FSBA/FADSS Annual Summer Conference**  
**June 9-11, 2021**  
**Grand Hyatt Tampa Bay**  
**Tampa, Florida**

**WEDNESDAY, JUNE 9, 2021 - TENTATIVE AGENDA**

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9:00 a.m. - 5:00 p.m. Conference Registration - Audubon Foyer (1st Floor)

8:00 - 10:00 a.m. FSBA Executive Officers' Breakfast and Meeting

12:00 noon - 1:00 p.m. Lunch on your own

1:15 - 2:00 p.m. Finance Committee Meeting

2:00 - 3:00 p.m. Advocacy Committee Meeting

3:30 - 5:00 p.m. FSBA Board of Directors' Meeting

**THURSDAY, JUNE 10, 2021 - TENTATIVE AGENDA**

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7:00 a.m. - 5:00 p.m. Conference Registration - Audubon Foyer (1st Floor)

7:30 - 8:30 a.m. Continental Breakfast - Audubon Foyer (1st Floor)

7:30 - 8:30 a.m. Breakfast Meetings: FSLRS Board of Directors; Small District Council; and, Central Florida Public School Boards Coalition (CFPSBC)

8:45 - 10:15 a.m. Opening General Session

10:15 - 10:30 a.m. Break - Audubon Foyer (1st Floor)

10:30 - 11:30 a.m. FELL Meeting

10:30 a.m. - 12:00 noon FSBA General Membership Business Meeting {Time Certain 10:45 a.m. - BOD Elections (odd-numbered districts) AND Time Certain 11:30 a.m. - Election and Swearing in of FSBA Executive Officers for 2021-2022}

10:30 a.m. - 3:30 p.m. FADSS Superintendent Leadership Development Training Program (Superintendents Only)

12:00 noon - 1:00 p.m. Networking Luncheon

1:15 - 2:15 p.m. Breakout Session I: KIDS, FAMILIES and COVID-19, Pandemic Pain Points and the Urgent Need to Respond

1:15 - 2:15 p.m. Breakout Session I: Learning During COVID-19: Initial Findings on Students' Reading and Math Achievement and Growth

1:15 - 2:15 p.m. Breakout Session I: Elevating Student Voice

1:15 - 2:15 p.m. Breakout Session I: Addressing the Mental Health Needs of Florida's Students During and Post Pandemic: How School Board Members and Superintendents Can Help Make a Difference

2:15 - 2:30 p.m. Break - Audubon Foyer (1st Floor)

2:30 - 3:30 p.m. Breakout Session II: KIDS, FAMILIES and COVID-19, Pandemic Pain Points and the Urgent Need to Respond

2:30 - 3:30 p.m. Breakout Session II: Learning During COVID-19: Initial Findings on Students' Reading and Math Achievement and Growth

2:30 - 3:30 p.m. Breakout Session II: 10 Laws for Great Governance

2:30 - 3:30 p.m. Breakout Session II: Finding the Intersection Between Education and Industry

3:30 - 3:45 p.m. Break - Audubon Foyer (1st Floor)

3:45 - 4:45 p.m. Breakout Session III: Elevating Student Voice

3:45 - 4:45 p.m. Breakout Session III: Addressing the Mental Health Needs of Florida's Students During and Post Pandemic: How School Board Members and Superintendents Can Help Make a Difference

3:45 - 4:45 p.m. Breakout Session III: 10 Laws for Great Governance

3:45 - 4:45 p.m. Breakout Session III: Finding the Intersection Between Education and Industry

3:45 - 5:00 p.m. FADSS Board of Directors' Meeting (Superintendents Only)

5:00 - 5:45 p.m. Greater Florida Consortium of School Boards Business Meeting and Reception

5:30 - 6:30 p.m. Reception

#### **FRIDAY, JUNE 11, 2021 - TENTATIVE AGENDA**

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7:30 - 10:30 a.m. Conference Registration - Audubon Foyer (1st Floor)

8:00 - 10:00 a.m. General Session II

10:00 - 10:15 a.m. Break - Audubon Foyer (1st Floor)

10:15 a.m. - 12:00 noon 2021 Legislative Session Review  
Florida School Boards Association