



TO: Scott Swisher, Ed.D.
Deputy Commissioner of Education

FROM: Donlynn Rice, Senior Administrator, Curriculum and Instruction
Rich Katt, CTE State Director

SUBJECT: Continuation Contract with Nebraska Council of School Administrators

Proposed Board Action:

Grant the Deputy Commissioner the authority to continue to contract with Nebraska Council of School Administrators to provide conference management services for the Nebraska Career Education Conference.

Background Information:

Each year the Nebraska Department of Education sponsors the annual Nebraska Career Education Conference. The conference is attended by over 600 secondary and postsecondary career education instructors and school administrators. The conference will be held on June 2-5, 2014 in Kearney, Nebraska.

The Nebraska Council of School Administrators provides conference management services including handling of registration, facility coordination, coordination of meals and breaks, contracts with all speakers and presenters and exhibitors. A detailed financial report is required from NCSA before reimbursement is made from the federal dollars committed to support the conference. The federal reimbursement follows the guidelines as set forth in the Perkins Act of permissible use of funds and is limited to support for speakers, presenters and instructional materials provided to participants. All other costs are supported through registration fees.

Estimated Cost:

The proposal will be funded at \$49,000.00. The cost is distributed as follows:
\$ 7,500.00 Conference Management Fee paid to NCSA
\$41,500.00 Support for speakers, presenters and instructional materials provided to conference participants
(does not include any meals, breaks or refreshments)

Funding Source: Federal Carl D. Perkins Career and Technical Education Act of 2006.

Supporting Documentation Included:

None

For Additional Information on this item:

Donlynn Rice, Senior Administrator, Curriculum and Instruction donlynn.rice@nebraska.gov 402-471-3420
Richard Katt, Administrator, Curriculum and Instruction rich.katt@nebraska.gov 402-471-4808
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