

**Report to the Legislative Council of Approved Travel Recommendations
As Required by Legislative Council Policy and Arkansas Code Annotated Section 10-3-210
As of July 23, 2020**

<u>Member's Name</u>	<u>Travel Authorized By:</u>	<u>Conference Name</u>	<u>Conference Date and Location</u>
Representative Bruce Cozart	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas
Representative Rick Beck	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas
Representative Jana Della Rosa	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas
Representative Jon Eubanks	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas
Representative Richard McGrew	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas
Representative DeAnn Vaught	Representative Bruce Cozart, Chair, House Interim Committee on Education, with concurrence by Representative Matthew Shepherd, Speaker of the House	Professional Learning Communities At Work Institute	July 8 - 10, 2020 Little Rock, Arkansas

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**Policy on Reimbursement of Members of the General Assembly
For Attendance at National or Regional Conferences**

As Amended and Adopted by the Legislative Council, May 28, 2013

In accordance with Arkansas Code Annotated § 10-2-224 (as amended by Acts 2011, Nos. 48 and 71) and § 10-3-210, it shall be the policy of the Arkansas Legislative Council and the Bureau of Legislative Research to allow reimbursement of Members of the General Assembly for their attendance at normal meetings of the SLC, CSG, NCSL, Energy Council and ALEC and their duly formed subcommittee meetings.

If a Member of the General Assembly wishes to receive reimbursement for attendance at a regional or national conference not listed above, then and in that event, the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research shall be as follows:

1. The Member must submit a written request for reimbursement prior to attendance to the Chair of a legislative committee in which the Member is also a member. The request shall contain sufficient information to ascertain the beneficial nature of the meeting to the people of the State of Arkansas.
2. Upon receipt of the above information, the Chair of the committee shall review it and make an initial determination that the required information is contained in the request. If the Chair determines that the information provided by the Member is incomplete, the Chair shall notify the Member, in writing, of the perceived deficiencies and give the Member the opportunity to cure any defects.
3. Once the reimbursement is authorized by the Chair of the committee, the authorization shall also be subject to approval of the Speaker of the House of Representatives or the President Pro Tempore of the Senate.
4. Once review of the reimbursement request has been completed by the Chair of the committee and the Speaker of the House of Representatives or the President Pro Tempore of the Senate, the Chair of the committee shall forward the recommendation to the Legislative Council where it shall be reported at the next regularly scheduled meeting.

ARKANSAS GENERAL ASSEMBLY



Representative Bruce Cozart
Chair

Representative Reginald Murdock
Vice Chair

HOUSE INTERIM COMMITTEE ON EDUCATION

July 7, 2020

The Honorable Matthew Shepherd, Speaker
Arkansas House of Representatives
Room 350, State Capitol
Little Rock, AR 72201

via electronic mail

Dear Speaker Shephard:

I hereby authorize reimbursement of uncompensated actual expenses for Representative Jon Eubanks, Representative Rick Beck, Representative Jana Della Rosa, Representative DeAnn Vaught, Representative Richard McGrew and myself to attend the Professional Learning Communities at Work Institute, which is scheduled to be held July 8 - 10, 2020, in Little Rock, Arkansas.

Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to be "Bruce Cozart", written over a horizontal line.

Representative Bruce Cozart
Chair

cc: Representative Jon Eubanks
Representative Rick Beck
Representative Jana Della Rosa
Representative DeAnn Vaught
Representative Richard McGrew
Ms. Marty Garrity, Director, Bureau of Legislative Research
Ms. Andrea Barksdale, Fiscal Officer, Bureau of Legislative Research
Ms. Kaye Donham, Assistant Coordinator/Assistant to the Speaker, Arkansas House of Representatives
Ms. Martha Jarrow, Director of Member Services, Arkansas House of Representatives



STATE OF ARKANSAS

House of Representatives

NINETY-SECOND GENERAL ASSEMBLY
STATE CAPITOL
500 WOODLANE STREET, SUITE 350
LITTLE ROCK, ARKANSAS 72201-1089
(501) 682-7771

MATTHEW J. SHEPHERD, SPEAKER

July 17, 2020

Representative Cozart, House Chairperson
House Interim Committee on Education
c/o Michelle Griffin, MPA
Legislative Analyst
Bureau of Legislative Research
One Capitol Mall, 5th Floor
Little Rock, AR 72201

Dear Representative Cozart:

I have received your letter dated July 7, 2020, in which you approved Representative Jon S. Eubanks, Representative Rick Beck, Representative Jana Della Rosa, Representative DeAnn Vaught, Representative Richard McGrew and yourself, As Chairperson of the House Interim Committee on Education, to attend the Professional Learning Communities at Work Institute, July 8 – 10, 2020, in Little Rock, Arkansas.

I am, by this letter, concurring in your approval of the above named members of the House of Representatives to attend this meeting and to receive reimbursement of uncompensated eligible incurred expenses from the House Interim Committee on Education, pursuant to Act 71, 2011 and in compliance with IRS regulations.

Sincerely,

Matthew J. Shepherd
Speaker of the House

cc: *via email only*
Representative Bruce Cozart
Marty Garrity, Director, Bureau of Legislative Research
Andrea Barksdale, Fiscal Officer, Bureau of Legislative Research