

Head Office:

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January 15, 2018

All Manitoba Education Directors, First Nations Education Authorities

RE: Education Directors Meeting – February 5 & 6, 2018

The Manitoba First Nations Education Resource Centre (MFNERC), in partnership with the Assembly of Manitoba Chiefs (AMC), will host the next Education Directors Meeting on February 5 & 6, 2018. The meeting location will be at the Best Western Plus Winnipeg Airport, 1715 Wellington Avenue, Winnipeg, Manitoba, in Mapleleaf Ballroom. The MFNERC will reimburse travel, meals and accommodations for each Education Director according to the MFNERC travel rates. The travel cheques will be reimbursed in each delegate's name and will be distributed at time of registration.

Accommodations/Airfare:

If delegates plan to stay at the Best Western Plus Winnipeg Airport, please contact the hotel directly, toll free at (204) 204-775-9889 to book your accommodations and quote "175454" to get the group block rate of \$125.00 plus taxes/night and have until Friday January 19, 2018 to book for the group rate. If a flight is required for those travelling from isolated communities, the MFNERC will book the flight. Any flights changes must be made through the MFNERC; delegates cannot change flights directly with the airline. Any changes fee for flights will be deducted from the delegate's travel if this is requested.

Registration:

Please fill out the attached travel/registration form and fax back to Christa Lee at (204) 942-2490. Confirmation letter will be sent within four business days. If you should wish to add an agenda item, please contact Christa Lee at (204) 594-1290, extension 2149. An agenda will be forwarded once finalized.

We look forward to your participation.

Sincerely,



Lorne C. Keeper
Executive Director

C.c. Marcel Balfour, Senior Policy Analyst, Assembly of Manitoba Chiefs
Gwen Merrick, Associate Executive Director, MFNERC
George Merasty, Director of Finance, MFNERC
Shirley Fontaine, Policy Research Analyst

(1) Attachment

Manitoba First Nations Education Directors Meeting

February 5 & 6, 2018

Best Western Plus Winnipeg Airport Hotel
1715 Wellington Avenue, Winnipeg, Manitoba

REGISTRATION/TRAVEL FORM FOR SPONSORED DELEGATES:

(Please **PRINT** Clearly)

Name: _____

Job Title: Education Director

First Nation: _____

First Nation School or
Education Authority: _____

Mailing Address: _____

Email: _____

Work Phone: _____ Fax: _____

Travel by vehicle: Yes or No

Departure from: _____ First Nation

**Return mileage will be provided for each participant according to MFNERC rates at .48/km.*

Date of arrival to Wpg: _____ Date of departure: _____

Airfare Required: Yes or No

MFNERC will cover return airfare for those traveling from *isolated communities only accessible by air.*

IMPORTANT: Change fees will be deducted from your travel if this is requested. Changes must be made through the MFNERC; you cannot change your flight directly with the airline.

Airline: _____

Departure from: _____ to Wpg Preferred Date: _____ Time: _____

Alternate Time: _____

Departure from: Wpg to _____ Preferred Date: _____ Time: _____

Alternate Time: _____

Travel/Accommodations Expenses:

A cheque which will include accommodations, meals (\$190.00/night), and mileage (if it applies) will be reimbursed in each participant's name upon registration.

**Please Fax Completed Form to:
Christa Lee at (204) 942-2490 by Wednesday January 31, 2018.**