

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 07/12/16



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other:
This action request pertains to Elementary (only) High School/District Wide

Date: 06/17/16

To: **Board of Trustees**
 Browning Public Schools

From: John P. Rouse
Title: Superintendent

Subject: **In-State Travel - Leadership Development Training**

Description: Request approval for Board Members to attend the Leadership Development Training in Great Falls, MT on August 31, 1016.

Financial Impact: \$ **\$164.16 ea**

Funding Source (Budget/grant, etc.): Supt/Board Travel

Attachment(s): Agenda/Travel Request

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____



Presented by:

SkillPath
SEMINARS

*Why settle for average outcomes
from lackluster efforts?*

Reach higher
with the
Conference on

LEADERSHIP DEVELOPMENT & TEAMBUILDING

For managers, supervisors, team leaders and team members who would like to learn better ways to

Engage ... Motivate ... Lead ... Succeed!

Register Today! Call **1 800 870 75 45**



Track 1

Become a Leader Who Gets Things Done

SESSION 1 9:50 - 10:40 a.m.

Develop and retain your “dream team”

How do you keep the best and the brightest on your payroll? The key isn't to *manage* them, but to *engage* them.

- ▶ Why leading organizations are scrapping tried-and-true performance management practices and what they're doing instead
- ▶ Meet the new employee motivator: An exciting, rewarding and engaging job experience
- ▶ Develop an engagement and retention strategy that will make your organization the employer of choice
- ▶ Recognize how your emotions are contagious and how to use them to gain followers
- ▶ Vision: Could this be the missing ingredient in your team's performance?

SESSION 2 10:55 - 11:45 a.m.

Unlock your team's commitment to greatness

Forget carrot-and-stick motivators. It takes some serious leadership know-how to get your team totally committed to your goals and accelerated for success.

- ▶ How to maximize your influence—and why some leaders find this so difficult
- ▶ Are you leading a technical or a nontechnical team? Know the difference and how it impacts your role
- ▶ How—and why—to shift from a vertical to a horizontal approach to management
- ▶ Identify the hidden factors that may demotivate employees
- ▶ Building a team of high performers is just the beginning—now learn how to *lead* them

SESSION 3 1:00 - 1:50 p.m.

Address weak links: A team coaching approach

A big part of leadership is confronting employees who aren't pulling their weight. Use this team coaching primer as your new employee performance blueprint.

- ▶ Teambuilding or team coaching? Why the difference is so important to recognize
- ▶ A systematic approach to coaching that will generate quicker and better results
- ▶ Place your focus on *coaching*—instead of just *evaluating*
- ▶ Recognize the crucial role you play in teaching and training employees

SESSION 4 2:05 - 2:55 p.m.

Make your virtual and remote teams work

Leading a virtual team is different and much more complex than leading a traditional team. There's no school for this.

- ▶ Essential steps to building a team culture when leading remotely
- ▶ How to increase “talent mobility” and your team's ability to respond to evolving needs
- ▶ How the best leaders produce—rather than consume—talent
- ▶ The most common challenges when leading dispersed, hybrid and other nontraditional teams and how to negotiate them
- ▶ Defining the major aspects of your complex job as a distance leader

SESSION 5 3:10 - 4:00 p.m.

Remove obstacles and boost team success

Every team encounters roadblocks and surprises. The successful leader plans for and knows how to minimize them.

- ▶ Avoid 2 types of problems that put team leaders in a real pickle
- ▶ Be a problem solver—not a finger pointer
- ▶ How to eliminate resistance when implementing unwanted change
- ▶ From bickering to disagreements to full-blown arguments: How to resolve team conflicts
- ▶ 6 common obstacles to team success and how leaders overcome them

**BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request**

Employee Name _____
Building _____

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
_____	_____	_____
_____	_____	_____

Employee Signature _____ Date _____

Approved; Condition upon the specific leave being available for the specific employee Not Approved

Principal/Supervisor _____ Date _____

TYPE OF LEAVE

AN Annual	PL Personal Leave	ALWO Approved Leave W/O Pay
SL Sick Leave	JD Jury Duty (attach verification)	ULWO Unapproved Leave w/o Pay
*EX/SR Extra-Curricular/School Related	NG National Guard	SWP Suspended w/Pay
	FN Funeral _____	SWOP Suspended w/o Pay

(Master Contract) Relationship

***If taking School Related/Extra-Curricular Leave only, In or Out of District, you MUST list Conference Name/Location**

TRAVEL REQUEST (If receiving payment for EX/SR leave please fill out entire form completely)

Conference/Workshop Leadership Development Teambuilding **(Attach Brochure/Agenda)**

Location Great Falls, MT

Departure Date 8/31/16

Return Date 8/31/16

Departure Time 7:00 a.m.

Return Time 6:30 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 254 @ .54 = \$ 137.16
Per Diem 2 meals @ \$12+\$15 = \$ 27.00

Registration PO# _____ = \$ - 0 -
 Hotel PO# _____ = \$ - 0 -
 Other PO# Airfare = \$ - 0 -
 Other PO# Luggage = \$ - 0 -

Sub Total \$164.16

Budget 126.90.160.2320.582.87 (75 %) \$ 125.37
226.90.160.2320.582.87 (25 %) \$ 41.79

Check Total \$164.16

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____