

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 3/28/18



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: 3/19/18

To: **Corrina Guardipee-Hall**
 Browning Public Schools

From: John Salois
 Title: Principal, Browning High School

Subject: In State Travel: State Gear Up Spring Planning Meeting

The Browning High School, as a State GEAR UP School is required to send a GEAR UP Team to the Spring Planning meeting in Helena, MT on April 30th – May 2nd, 2018 (travel on April 30, 2018). One of the required members of the team is a building administrator. I will be attending as the BHS Building Administrator for the BHS GEAR UP Team.

Financial Impact. The final cost to the BHS Budget will be approximately \$49 as Montana GEAR UP will only reimburse at the State rate.

Funding Source (Budget/grant, etc.): High School Gear Up

Attachment(s): Employee Leave Slip, GEAR UP Conference Agenda

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

Comments: _____

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



SPRING IMPLEMENTATION PLANNING MEETING
Tuesday, May 1st and Wednesday, May 2nd
Best Western Great Northern Hotel
835 Great Northern Blvd
Helena, MT

Tuesday, May 1st
Mission Statement

7:30-8:00	Registration	
7:45-8:30	Networking Breakfast	Western Star
8:20-8:30	Welcome and Introductions	Zach Hawkins
8:30-9:30	School Mission Statements	Cal Crow/Zach Hawkins
9:30-9:45	Break	
Western Star		
9:45-10:30	Data and Evaluation Report (Arlee, Box Elder, Browning, Hardin, Harlem, Heart Butte, Lame Deer, Libby, Lodge Grass, Pryor, Rocky Boy, St. Ignatius, St. Regis, Thompson Falls, Troy)	Dave Leitner, PRA
10:30-11:30	School Data Review & Discussion Team	Continuing Schools & State
11:30-12:00	Share Out Time Team	Continuing Schools & State
Empire Builder		
9:45-12:00	New 2017 Grant School IP/Budget Training (Hays/Lodge Pole, Superior, Wyola)	School Grant Managers
12:00-1:00	Lunch and Keynote	First Lady Lisa Bullock
1:00--2:45	School Team Planning Time: Goal 3 Services	
2:45-3:00	Break	
3:00-4:45	School Team Planning Time: Goal 2 Services	
4:45-5:00	Debrief & Sharing Time	

Wednesday, May 2nd

Non-Cognitive Services/Trauma Informed Instruction

7:30-8:00	Networking Breakfast	<i>Empire Builder</i>
7:50-8:00	Updates	Zach Hawkins
8:00-9:00	Trauma Informed Instruction	Todd Garrison, Childwise In-
	stitute	
9:00-10:00	ACT Tessera and Non-Cognitive Services	Stephanie Lewis, ACT
10:00-10:15	Break	
10:15-12:00	School Team Planning Time: Goal 1 Services	
12:00-1:45	Networking Lunch, Planning Time, State Staff Q&A	<i>Empire Builder</i>
1:45-2:00	Wrap Up and Adjournment	

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

Employee Name John Salois
Building BHS

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>4/30 - 5/2/18</u>	<u>19</u>	<u>SR</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 GEAR UP Spring Planning Meeting **(Attach Brochure/Agenda)**

Location Helena, MT

Departure Date 4/30/18

Return Date 5/2/18

Departure Time 2:00 pm

Return Time 7:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage _____ = \$ - 0.00 -
Per Diem 2 days @ \$35 + \$15ISD = \$ 85.00

Registration PO# _____ = \$ 0.00
 Hotel PO# Paid for by MTGU = \$ 0.00
 Other PO# _____ = \$ 0.00
 Other PO# _____ = \$ 0.00

Sub Total \$ 85.00

Budget 226.60.150.2410.582 (100 %)

GEAR UP will reimburse State Rates after meeting, est. \$49

Check Total \$85.00

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____

Date _____