

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 9/29/16



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: 1/4/16

To: **John Rouse**
 Superintendent

From: Billie Jo Juneau
 Title: MBI/Olweus District Coordinator

Subject: **MBI Session 2**

Description: Request approval to travel for Matthew Johnson, Kari McKay, Jessica Racine, Corrina Guardipee-Hall, Billie Jo Juneau and Natasha Siliezar to attend the Montana Behavioral Initiative Session 3 2016 (MBI) in Missoula, MT October 2 – October 4, 2016.

Financial Impact: \$402.90 each

Funding Source (Budget/grant, etc.): **Impact Aid 126.90.100.2213.582 (75%)**
226.90.100.2213.582 (25%) To be reimbursed by MT OPI

Attachment(s): Agenda/Travel Request

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

Comments: _____

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



MBI TEAM TRAINING

Session 2

Fall 2016

Agenda

Lunch... on your own both days

DAY ONE: 8:30 AM to 4:00 PM

Module 1: Team Initiated Problem Solving (TIPS II)

Module 2: Problem-Solving Implementation Data

Module 3: Problem-Solving Outcome Data Using the TIPS II Method

3:30-4:00 PM Administrator Roundtable → administrators only

DAY TWO: 8:30 AM to 3:30 PM

Module 4: Getting Everybody on Board

Module 5: Family & Community Involvement

Module 6: Using "Student Voice" Results

Module 7: Resources

Time To Be Arranged: Issues for Facilitator and Administrator

Team time will occur throughout the training...



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name sample request
Building _____

Employee # _____
Substitute Name _____

LEAVE REPORT

Date of Leave 10/2-10/4, 2016 16 Hours SR Type of Leave

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 Montana Behavioral Initiative Session 3 (Attach Brochure/Agenda)

Location Missoula, MT

Departure Date 10/2/16

Return Date 10/4/16

Departure Time 3:00 pm

Return Time 8:00 pm

Transportation: Personal Vehicle

Mileage 408/2 x .54=110.64

District Vehicle

Per Diem 2 days @ \$35 + \$15S=\$85.00

Professional Development

Registration PO# _____ =0.00

Hotel PO# _____ =\$207.30

Other PO# _____ =

Other PO# _____ =

Sub Total \$402.90

Budget 126.90.100.2213.582 (75 %) \$

226.90.100.2213.582 (25 %) \$

Check Total \$195.60

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____