

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: May 14, 2019



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**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

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**Date:** May 6, 2019

**To:** **Corrina Guardipee-Hall**  
Superintendent

**From:** Billie Jo Juneau  
**Title:** High School Principal

**Subject:** **In State Travel: MBI Summer Institute**

**Description:** Request approval to travel to the 2019 MBI Summer Institute at Montana State University in Bozeman June 16-20, 2019.

**Financial Impact:** \$1,283.86

**Funding Source (Budget/grant, etc.):** Salaries, plus benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

**Attachment(s):** Leave-Travel Request /Agenda @ <https://tofu.msu.montana.edu/cs/mbi2019/page/agenda>

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:** ☐ N/A (Info) ☐ Approved ☐ Denied ☐ Tabled to: \_\_\_\_\_

# Draft 2019 Summer Institute Matrix

Monday, June 17				Tuesday, June 18				Wednesday, June 19				Thursday, June 20				Credit & Continuing Ed			
Early Bird	Key Note	Keynote	Movie Night	Early Bird		Lunch & Learn	Best Practices	Early Bird		Lunch & Learn		Early Bird		Lunch & Learn					
7:15-8:00	8:30-11:30	1:15-4:15	4:30-5:30	7:15-8:00	8:30-11:30	11:45-12:45	1:15-4:15	4:30-6:00	7:15-8:00	8:30-11:30	11:45-12:45	1:15-4:15	7:15-8:00	8:30-11:30	11:45-12:45	1:15-4:15	4:30-5:30		
Best Day, Best Play, Best Life (K) Registration SU	Movie Night - Arlo	Project REAL 2.0 Year in Review & future supports (Honey Dewhurst) * invite only	Understanding State wide Assessments (McGrath OPI)	Tier 1 Grant Team Training Day 3 part 1 (Deshurst) * invite only	*Project REAL2.0 District Feedback Forum (Cline)	Tier 1 Grant Team Training Day 3 part 2 (Deshurst) * invite only	Montana Policy & Procedure updates (McGrath OPI)	Team Time or Lunch and Learn	Making the Transition: MTSS to MTSS (Deshurst)	OPI Science Assessment Transition (McGrath OPI)	Tier 1 Grant Team Training Day 4 part 1 (Deshurst) * invite only	Team Time or Lunch and Learn	Tier 1 Grant Team Training Day 4 part 2 (Deshurst) * invite only						
		Data Based Individualization for Intensive Interventions (Newcomer)		Handle with Care (Elton MHA)		Tier 2 Day 2 part 1: Framework for Matching the Right Intervention to the Student (Newcomer) * invite only			Team Time or Lunch and Learn		Tier 2 Day 2 part 2: Framework for Matching the Right Intervention to the Student (Newcomer) *invite only		It's FREE and It's Amazing! EdReady Montana (Idle)	Team Time or Lunch and Learn	The Classroom Check-up: A systematic Classroom Observation and Coaching Process (Newcomer)	The Elements of Qualifying for Montana Licensure (Thatcher)	Tier 3 Grant Team Training Day 2 part 1 (Newcomer) *invite only	Team Time or Lunch and Learn	Tier 3 Grant Team Training Day 2 part 2 (Newcomer) *invite only
		Making Prevention a reality: Identifying, assessing, and Managing the Threat of Targeted attacks. (Mac)		Broadening Participation in Grade Level Mathematics through detaching with Don'tle (Doe Support (Peak)		Problem posing & Problem Solving (Pack, Kettisell)			Team Time or Lunch and Learn		Teaching Mindfulness, Teaching Mindfully (Doherty)			Team Time or Lunch and Learn	Making Fractions Tiny with Self-Regulated Strategy Development (Larus)	Montana Content Standards: Past, Present, Future (Barrios OPI)	Make Math Class even More Fun (Warner)	Team Time or Lunch and Learn	Teaching ALL student in the math classroom (Warner)
		Smarter Balanced Assessment System 101 (Stutz OPI)		Supporting MTSS Implementation Through the Hub (Bryant OPI)		How Reading & Writing Interest in Grades 1-2 (Stutz OPI)			Current Youth Tobacco Use in Montana Schools and Resources for Teachers (Minard OPI)		How Reading & Writing interest in the 3-6 classroom (Stutz OPI)		Teacher Learning Hub Courses to support your professional practice (Bryant OPI)	The Link between Academic Achievement and Health Risk Behaviors (Coat OPI)	Improving Youth Reading & Writing : Self-Regulated Strategy Development and evidence based framework (Jolivet)	Dyslexia: Knowing the Facts, Understanding Montana Law (Parrington)	Going deeper with IEF: Practical Strategies for Implementing IEFs (Hawkins OPI)	Breaking Broad White Breaking Barriers (Cleskes)	IEFA: More opportunity than mandate (Hawkins OPI)
		Understanding your Homeless Student Population (Goodwin EOE)		Survive Yoga (Samsara)		Unaccompanied, but not Alone: Supporting High School Students experiencing Homelessness (Goodwin EOE)			Team Time or Lunch and Learn		If it's good for At-Risk Students, it's good for Everyone (Goodwin EOE)		McKinney Vento 101: How to identify & support students experiencing homelessness (Goodwin EOE)	Eat to Learn (McGowan)	It made a difference to that one! (Goodwin EOE)		Capturing parents: Building data driven response to parent engagement (Cole)	Team Time or Lunch and Learn	Tier 2 for Parents? How to teach low intensity strategies useful in the home (Cole)
		You work with THOSE kids - Effs your heart Myth Busters of Restorative settings (Jolivet)		MTSS 101 (su) (Hoyer-Monarity)		Prevention: the key to promoting youth engagement and a Safe & Healthy Environment (Jolivet Sanders)			Team Time or Lunch and Learn		What about me??? Addressing Teacher: Staff Self Care Is an Individualized & Preventative Measure (Jolivet Sanders)		Using Movement and Mindfulness in the Classroom (Mock-Shutz)	Team Time or Lunch and Learn	Trauma Informed Student Handbook: High School (York)	Using Movement and Mindfulness in the Classroom (Mock-Shutz)	Trauma informed Student Handbook Middle School (York)	Team Time or Lunch and Learn	Trauma informed Student Handbook Elementary (York)
		Teaching Science the NGSS Way (Boyle)		The HEART of the MT-EPAS Framework: Student Engagement (Peterson)		Purposeful Planning: Multi-Grade Instruction for All Learners (Borge)			Team Time or Lunch and Learn		Current Teen Drug Trends (Mock)		I Know: Where the Lesson Went Wrong, Now What? (Peterson)	Team Time or Lunch and Learn	Restorative Practices: Part 1 (Johnson AIA)	Classroom Environments that Work: Making a Difference (Peterson)	Restorative Practices Part 2 (Johnson AIA)	Team Time or Lunch and Learn	Restorative Practices Part 3 (Johnson AIA)
		Nature of Stress (Colton)				Behavior 101: Getting back to basics to increase engagement in the classroom (Farris)			Team Time or Lunch and Learn		Wouldn't it be nice if students didn't misbehave? Using preconnection to prevent problem behaviors (Farris)			Team Time or Lunch and Learn	Honoring Traditional Perspectives while examining current data (Koski)		Trauma Informed Tier 2-3 Interventions (Klemann)	Team Time or Lunch and Learn	Creating Compassionate Schools and Communities (Kaminski)



SUB Rooms 233/235											
an improve outcomes...& your budget (Bailey)											
Selby Music											
e Warriors											
ynote Selby & Honeycutt)											
B Rooms 233/235											
Being Creative: Yes you. (Selby)	One heart, One Mind, The People Will be one. (Eagle)	Social Learning Networks (Honeycutt)	Anxiety and the Impact on Student Learning (Schoenberg)	Montana Elementary Math Community (Ries, Redmon)	Building Resiliency to Support Students impacted by Trauma (Foster Wolfertus OPI)	Introduction to Conscience Discipline (Finley)	Social Emotional Growth Through Music & Arts (Selby)	Team Time or Lunch and Learn	The Willard Way with Mindfulness: How to Implement Mindfulness in the School Setting. (Chandler)	Team Time or Lunch and Learn	Achieving HOPE in Montana School through Health and Wellness (Hark)
							IEFA & NCSS: Making Science Relevant, Interrelated, current & Student Driven (Stockton)	Team Time or Lunch and Learn	The effectiveness of Identity Based Teachings in the school (Spur)	Team Time or Lunch and Learn	Montana's CAST-S: Crisis Action School Toolkit on Suicide (Mock)
							K-12 School Security Guide & Survey (Middlebrook DHS)	Team Time or Lunch and Learn	What can I do? Trauma Informed Classroom Strategies (York)	Team Time or Lunch and Learn	Supporting the Whole Student: Considering Student's academic, behavioral and social emotional needs Part 2 (Ennis)
							Indigenous MBI 101 (Willoto OPI)	Team Time or Lunch and Learn	More About Early Mathematics (Hides)	Team Time or Lunch and Learn	Willard Alternative High School's MTSS Model (Richlin)
							Kevin's Tech Toolbox (Honeycutt)	Team Time or Lunch and Learn	Quality all day long - Even beyond the Bell (Hibbop)	Team Time or Lunch and Learn	Rich math Tasks: Engaging, Rigorous and yes, even fun! (Harg)
							Dare to Conquer Fractions: Teaching Strategies & resources to develop Deep conceptual understanding of Fractions (Redmon)	Team Time or Lunch and Learn	Wop Around engagement to prevent Suicide in Montana Indian Communities (Droshooter)	Team Time or Lunch and Learn	Youth Mental Health First Aide 2 (Mock)
							Managing Classrooms for Joy (Elser)	Team Time or Lunch and Learn	Sail away with a STEM activity (Cobbs)	Team Time or Lunch and Learn	Montana Early Childhood Learning Standards and the Key Indicators for Schools (Latham)
							Literacy or Numeracy: Reading in the Math class! (Cobbs)	Team Time or Lunch and Learn	What do I need to Understand If I have a Preschool Program in My District or School? (emite Smith)	Team Time or Lunch and Learn	Our Students are your students: 11 tiered community of Practice (Leslie)

BROWNING PUBLIC SCHOOLS  
Leave Report/Travel Request

Employee Name Sample Request  
Building \_\_\_\_\_

Employee #11493  
Substitute Name NA

**LEAVE REPORT**

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>06/16-20/2019</u>	<u>32</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 2019 MBI Summer Institute (Attach Brochure/Agenda)

Location Montana State University - Bozeman, Montana

Departure Date 06/16/2019

Return Date 06/20/2019

Departure Time 2:00 p.m.

Return Time 10:00 p.m.

Transportation: ☒ Personal Vehicle  
☐ District Vehicle  
☐ Professional Development

Mileage 267 @ .58 = \$ 154.86  
Per Diem 4 days @ \$36 + \$15S = \$ 159.00

☒ Registration PO# TBA = \$ 250.00  
☒ Hotel PO# TBA = \$ 720.00  
☐ Other PO# \_\_\_\_\_ = \$ 0.00  
☐ Other PO# \_\_\_\_\_ = \$ 0.00

Sub Total \$ 1,283.86

Budget 115.90.465.1000.582.208 (100 %) \$309.86

**Check Total \$309.86**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_