

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 12/12/17



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: 12/7/17

To: **Corrina Guardipee-Hall**
Superintendent

From: Matthew Johnson
Title: Director of Alternative Education

Subject: In State Travel: Celebrating Innovative Learning

Description: Request the school board to approve travel costs to attend the Celebrating Innovative Learning in Helena, MT November 30, December 1, 2017. School Related Leave Only was approved in the October 25 board meeting.

Financial Impact: \$245.02

Funding Source (Budget/grant, etc.): Project Aware Grant (Good Medicine)

Attachment(s): Travel Request/Conference Agenda

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

Comments: _____

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



Celebrating Innovative Learning

Radisson Colonial Hotel, Helena MT

Thursday, November 30, 2017

1:00-1:30 Introductions and setting the stage, Tim Tharp & Drew Uecker

1:30-2:30 Restorative Justice, Matthew Johnson, Buffalo Hide Academy and Donnie Wetzel, OPI

2:30-2:45 Break and network

2:45-3:45 Round Table Discussions

- Traditionally Alternative Small Program Issues, Craig Barringer
- Traditionally Alternative Large Program Issues, Drew Uecker
- New Schools to Innovative Learning, Tim Tharp
- Cultural Awareness in Innovative Settings, Jordann Lankford & Donnie Wetzel

3:45-4:00 Report out from Round Tables

4:00-5:00 Break to check in to hotel

5:00-6:00 Dinner on site and networking

- o 5:15-5:30 Kris Minard—OPI Tobacco Education Specialist
- o 5:30-5:45 Drew Uecker—Leadership for change in an alternative school
- o 5:45-6:00 Joe Steele—Leadership for change in a traditional school

6:00-8:00 Sharing/discussion about programs in Montana

Friday, December 1, 2017

8:00-8:30 Large group intro and goals for the day—Tim Tharp

8:30-11:30 Sectionals

- o 8:30-9:15 Sectional 1
- o 9:30-10:15 Sectional 2
- o 10:30-11:15 Sectional 3

11:30-12:00 Wrap Up / Final Thoughts—Tim Tharp & Drew Uecker

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

Employee Name Matthew Johnson
Building William Buffalo Hide

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>11/30/17-12.1.17</u>	<u>12</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 Celebrating Innovative Learning (Attach Brochure/Agenda)

Location Helena, MT

Departure Date 11/30/17

Return Date 12/1/17

Departure Time 8:00 a.m.

Return Time 8:00 p.m.

Transportation: ☒ Personal Vehicle
☐ District Vehicle
☐ Professional Development

Mileage 172 x .535=\$92.02
Per Diem 2 lch+1Bfst+1 Dnr =\$47.00

☐ **Registration** PO# _____ = 00
☒ **Hotel** PO# RQ#28728 =\$103.00
☐ **Other** PO# _____ = 00
☐ **Other** PO# _____ = 00

Sub Total \$242.02

Budget 115.90.465.1000.582.204 (100 %) \$139.02

Check Total \$139.02

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ **Date** _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site