

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 3/27/19



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: 3/19/19

To: **Corrina Guardipee-Hall**
 Superintendent

From: Dennis Juneau
 Title: Principal, Browning Middle School

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

Justification: Request travel to attend the GEAR UP Spring Planning meeting in Helena, MT on April 30th – May 1st, 2019 (with travel on April 29th, 2019). Mr. Juneau will attend as the required administrator for the BMS GEAR UP Team.

Financial Impact: \$31.00

Funding Source (Budget/grant, etc.): The final cost to BMS will be approximately \$31.00 as Montana GEAR UP will only reimburse at the State rate.

Attachment(s): Travel Request, 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

April 30th-May 1, 2019

Day 1

8:30-8:45 Welcome

8:45-11:00

Using your Data

Discussion: Follow up on SWOT, Logic Model, Vision activities

11:00-12:00

Building a Progressive Plan (30 Minute Activity: Progressive Services by Risks and Age)

Minimum Requirements of IP Discussion (30 Minute Activity: Minimum requirements for an IP)

12:00-1:00 Lunchtime Key Speaker: Preparing students for their First Year at college

1:00-1:30

30 Minute IP Cheat Sheet Activity

1:30-3:30

Work on IPs -- 1 hour minimum each- Objective 1, Objective 2

3:30-3:40 Break

3:40-4:40

Including match in the planning process

4:40-5:00 Q and A/Wrap up.

Day 2

8:30-9:30 Reflection on IP planning, Q and A

Review work so far: Have you stayed true to your mission, SWOT and Logic Model Discoveries? How has your school data informed your choices so far? Are you looking forward? Are you laying the groundwork for progressive services? How are you attending to high risk transitional times?

9:30-10:30 Objective 3 (1 hour)

10:45-11:45 30-minute Budget Cheat Sheet Activity

12:00-1:00 Lunchtime Key Speaker: Preparing Native students for their First Year at college

1:00-2:30 Draft the Budget (2 hours)

2:30-4:45 Wrap Up and reminder of Due Dates

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Dennis Juneau
Building BMS

Employee #
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>4/29/19 - 5/1/19</u>	<u>26</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 4/29/19

Return Date 5/1/19

Departure Time 2:00 pm

Return Time 7:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage _____ = \$ 0.00

Per Diem 2 days @ \$36 + \$15ISD = \$ 89.00

Registration PO# _____ = \$ 0.00

Hotel PO# _____ = \$ 0.00

Other PO# _____ = \$ 0.00

Other PO# _____ = \$ 0.00

Sub Total \$ 89.00

Budget 126-50-471-1700-582 (100 %) \$31.00

Check Total \$89.00

GEAR UP will reimburse State Rates after meeting, est. \$58.00

Employee Signature _____

Date _____

Principal/Supervisor _____

Date _____

Superintendent Signature _____

Date _____