

Browning Public Schools
Board Agenda Request
 Meeting to Be Held: July 26, 2023



- | | | | |
|---------------------|--|---|--|
| Recognition: | <input type="checkbox"/> Students | <input type="checkbox"/> Staff | <input type="checkbox"/> Parents |
| Information: | <input type="checkbox"/> Building Report | <input type="checkbox"/> Old Business | <input type="checkbox"/> Superintendent's Report |
| Action: | <input type="checkbox"/> Resignation | <input type="checkbox"/> Hiring | <input type="checkbox"/> Contract Service Agreements |
| | <input type="checkbox"/> Travel Out-of-State | <input checked="" type="checkbox"/> Travel In State | <input type="checkbox"/> Approvals |
| | <input type="checkbox"/> Termination | <input type="checkbox"/> Legal Matters | <input type="checkbox"/> Other: _____ |
| | This action request pertains to | <input checked="" type="checkbox"/> Elementary (only) | <input type="checkbox"/> High School/District Wide |

Date: July 18, 2023

To: Corrina-Guardipee Hall
 Superintendent

From: Sheila Hall
Title: Browning Elementary School Principal

Subject: In State Travel: Safe Schools Summit 2023-2024

Description: Request travel for c on August 7 - 9, 2023.

This training will help BPS school safety to enhance knowledge, skills, and strategies in maintaining a safe, secure, welcoming environment for students as well as staff. Topics are: School Base Mental Health, Suicidal Awareness, Prevental School Violence, Empowering Education, Family Reunification, Physical & Cyber Safety, School-Based Threat Assessment + 1-day MHCF meeting.

Financial Impact: \$5,450.98 (Racquel (\$1,485.32) 126.20.120.2410.582; Cinnamon (\$1,284.02) Spookinaapi Grant 115.90.470.2213.582.209; Heidi (\$893.88) 215.68.434.2213.582.424; Matthew (\$893.88) 226.75.150.1700.582; Corrina (\$893.88) 126 / 226.90.160.2320.582)

Attachment(s): Travel Request/Agenda

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

Comments: _____

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



Jeremy Bullock

SAFE SCHOOLS SUMMIT

Growing Your School's Safety Culture

Monday, August 7, 2023

5:00pm to 7:00pm **Registration at Central Elementary School (402 N Warren St., Helena, MT)**

Tuesday, August 8, 2023

7:00am to 8:30am **Registration and Breakfast at Central School (402 N Warren St.)**

8:30am to 9:00am **Opening Ceremony**

9:00am to 10:15am **Opening Keynote: Life Is Disappointing and Other Inspiring Thoughts - Matt Bellace, PhD**

10:15am to 10:30am **Break to visit Exhibitors**

10:30am to 12:00pm **Presentation of 4 concurrent workshops**

- 1) Student Success and the Built Environment: How Does School Design Support Healthy, Thriving Students - SMA Architecture + Design
- 2) Student Driven Engagement + Voice & Choice = Joyful & Safe Learning Environments - Ericha Anderson, Vancouver Public Schools
- 3) Suicidal Awareness, Response, Safety Planning, and Postvention - Mountain Plains Mental Health Technology Transfer Center (MHTTC)
- 4) Roles of SROs & Administrators Within a Multidisciplinary Trauma-informed School Safety Approach - iCHAMPS, UMSSC, OPI

12:00pm to 12:45pm **Lunch & Exhibitor Welcome**

12:45pm to 1:30pm **School Safety Panel Discussion with Montana Youth**

1:30pm to 2:00pm **Break to visit Exhibitors**

2:00pm to 3:30pm **Presentation of 4 concurrent workshops**

- 1) Preventing School Violence: Improving Physical Security to Protect the K-12 Community - CISA, Department of Homeland Security
- 2) Safety Focused Voice Circles: Shift the Culture, Change the Game - Dr. Kathryn Page
- 3) School-Based Mental Health - Helena Public Schools
- 4) Creating Governance Documents or Memorandum of Understanding (MOU) to Promote Cohesive Collaboration between School Resource Officers and School Districts Within a School Safety Approach - iCHAMPS, UMSSC, OPI

5:00pm to 7:00pm **BBQ @ The Brothers Tapworks at The Confluence (40 S Last Chance Gulch)**



Jeremy Bullock

SAFE SCHOOLS SUMMIT

Wednesday, August 9, 2023

7:30am to 8:30am	Breakfast with Exhibitors at Central School (402 N Warren St.)
8:30am to 9:30am	Morning Keynote: Creating a Culture of School Safety: Bridging Curriculum and Instruction with Threat Assessment - Dr. Dale Stripling
9:30am to 10:00am	Break to Visit Exhibitors
10:00am to 11:30am	Presentation of 4 concurrent speaker workshops <ol style="list-style-type: none">1) Empowering Education: Innovations in School Safety Technology - Helena Public Schools2) CSCT Outcomes for Youth & 2023 Legislative Update - DPHHS & Yellowstone Boys and Girls Ranch3) No Shame, No Blame, No Judgment: A New Take on Bullying Prevention - Brightways Learning4) Family Reunification 101: an Overview of the Standard Reunification Method - UM Safe Schools Center & Missoula County Office of Emergency Management
11:30am to 1:00pm	Lunch & Keynote - Voice Matters: Building individual & Collective Agency Through Community Circles, Dr. Kathryn Page
1:00pm to 1:15pm	Break to visit Exhibitors
1:15pm to 2:45pm	Presentation of 4 concurrent speaker workshops <ol style="list-style-type: none">1) Physical & Cyber Safety2) Building an Inclusive Teaching & Learning Environment - EmpowerMT3) Lethal Means Reduction: A Practical Approach to School Safety and Suicide Prevention in Rural Communities - The JED Foundation4) School-Based Threat Assessment - Montana Office of Public Instruction
2:45pm to 3:30pm	2nd Annual School Safety Recognition Awards Ceremony <ol style="list-style-type: none">1) Champion of School Safety2) Youth Safety Spotlight Award3) SRO or Law Enforcement Officer of the Year
3:30pm to 4:00pm	Summit Closing Remarks

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

Employee Name Racquel Little Plume
Building Browning Elementary

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
_____	_____	_____
_____	_____	_____

Employee Signature R. Little Plume 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 Jeremy Bullock Safe Schools Summit (Attach Brochure/Agenda)

Location: Helena, MT

Departure Date: 8/7/23

Return Date 8/9/23

Departure Time: 2:00 p.m.

Return Time 6:00 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 344 x .655 = \$ 225.32
Per Diem 2 days @ \$51 + 1D = \$ 122.00
 Registration PO# _____ = \$ 295.00
 Hotel PO# _____ = \$ 843.00
 Other PO# Airfare = \$ 0.00
 Other PO# Luggage = \$ 0.00
Sub Total \$ 1,485.32

Budget: 126.20.120.2410.582 (100%) \$347.32

Check Total \$347.32

Employee Signature R. Little Plume Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

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

Employee Name Sample
Building BHA

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>08/7/23-8/9/23</u>	<u>24</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 Safe Schools Summit (Attach Brochure/Agenda)

Location Helena, MT

Departure Date 08/07/23

Return Date 08/9/23

Departure Time 1:00 PM

Return Time 6:00 PM

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 344 x 655 = \$225.32
Per Diem 2days @ 51+S@\$20 = \$122.00

Registration PO# _____ = \$250.00
 Hotel PO# _____ = \$434.28
 Other PO# Airfare = \$ 0
 Other PO# Luggage = \$ 0

To be reimbursed: shuttle/taxi/parking upon return of receipts

Sub Total \$893.88

Budget _____ (%) 347.32

Check Total \$347.32

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

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

Employee Name Cinnamon Crawford
Building BHA

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>08/7/23-8/9/23</u>	<u>24</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 Safe Schools Summit (Attach Brochure/Agenda)

Location Helena, MT

Departure Date 08/07/23

Return Date 08/10/23 (August 10 agenda attached)

Departure Time 1:00 PM

Return Time 6:00 PM

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 344 x 655 = \$225.32
Per Diem 3days @ 51+\$20+S@\$20 = \$173.00

Registration PO# _____ = \$250.00
 Hotel PO# _____ = \$651.42
 Other PO# Airfare _____ = \$ 0
 Other PO# Luggage _____ = \$ 0

To be reimbursed: shuttle/taxi/parking upon return of receipts

Sub Total \$1,299.74

Budget 115.90.470.2213.582.209 (%) 398.32

Check Total \$398.32

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

Join us for the School-Based Health Center Sharing Summit

August 10, 2023 | Delta Hotels by Marriott Helena Colonial – Helena, MT

August 10, 9:00 am – 4:00 pm

ABOUT THE CONFERENCE

Connect and collaborate with school-based health center partners from around the state of Montana. This sharing summit is designed to support partnerships between schools and health care providers. Leave inspired with new tools and resources to improve health and academic outcomes for the students you serve. Registration is required.

Recommended for health partners and school partners currently operating a school-based health center or those interested in starting a school-based health center

Plan to join us after the Jeremy Bullock Safe Schools Summit on
August 8-9, 2023, in Helena, MT.

REGISTRATION

Complimentary Registration Open Until August 2.

Registration is required.