

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



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: May 6, 2019

To: **Corrina Guardipee-Hall**
Superintendent

From: Sicily Bird
Title: Napi Elementary Principal

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

Description: Request approval for Jessica Racine 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: _____

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					
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	4:30-5:30	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
Registration	Best Day, Best Play, Best Life (K)	Project REAL 2.0 Year in Review & future supports (Honey Dewhurst) * invite only	Movie Night - Arlo	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	Best Practices/Awards	Montana Policy & Procedure updates (McGrath OPI)	Keynote When Less is More: How simplifying MTSS c	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 (Idc)		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 Double Dose Support (Peak)	Problem posing & Problem Solving (Peck , Kethell)	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 (Barlow OPI)	Make Math Class even More Fun (Wanner)	Team Time or Lunch and Learn	Teaching ALL student in the math classroom (Wanner)	
		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 (Clesca)	IEFA: More opportunity than mandate (Hawkins OPI)	
		Understanding your Homeless Student Population (Goodwin EOE)		Survive Yoga (Samsen)	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 - Effect 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 (Larus)				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)	
Credit & Continuing Ed																	

Credit & Continuing Ed

SUB Rooms 233/235																	
an improve outcomes...& your budget (Bailey)			Selby Music			an improve outcomes...& your budget (Bailey)			SUB Rooms 233/235								
Team Time or Lunch and Learn			Fostering Teacher Wellness Through cognitively-based Compassion Training (Deblayre)			Team Time or Lunch and Learn			Best Fit 4-12: Career and College Readiness (Schoenberg)			Team Time or Lunch and Learn			Achieving HOPE in Montana School through Health and Wellness (Hark)		
Team Time or Lunch and Learn			Making Fidelity & Progress Monitoring quick and Easy (Rose Bailey)			Team Time or Lunch and Learn			How to Look Good (and Be Effective) as an Instructional Leader (Rose Bailey)			Team Time or Lunch and Learn			Montana's CAST-S: Crisis Action School Toolkit on Suicide (Mock)		
Team Time or Lunch and Learn			Building Positive Mathematics Identities in ourselves and our students (Taylor)			Team Time or Lunch and Learn			Supporting the Whole Student: Considering Student's academic, behavioral and social emotional needs Part 1 (Ennis)			Team Time or Lunch and Learn			Supporting the Whole Student: Considering Student's academic, behavioral and social emotional needs Part 2 (Ennis)		
Team Time or Lunch and Learn			Question, Persuade, Refer - QPR (Rosston)			Team Time or Lunch and Learn			Love: The Power that Drives Everything Else (Nolan)			Team Time or Lunch and Learn			Willard Alternative High School's MTSS Model (Richlin)		
Team Time or Lunch and Learn			Number Talk Routine: Short Routine, High Impact (Harg)			Team Time or Lunch and Learn			K-5 Number Sense Routines: (Harg)			Team Time or Lunch & Learn			Rich math Tasks: Engaging, Rigorous and yes, even fun! (Harg)		
Team Time or Lunch and Learn			Indigenous MBI School Perspectives - (Willito OPI)			Team Time or Lunch and Learn			Youth Mental Health First Aide 2 (Mock)			Youth Mental Health First Aide 2 (Mock)			Youth Mental Health First Aide 2 (Shawnee)		
Team Time or Lunch and Learn			What Is This Thing Called Family Engagement (Loch)			Team Time or Lunch and Learn			Our Students are your students: 11 tiered community of Practice (Leslie)			Team Time or Lunch and Learn			Montana Early Childhood Learning Standards and the Key Indicators for Schools (Latham)		
What do I need to Understand If I have a Preschool Program in My District or School (Emile Smith)																	

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 _____