Browning Public Schools
Board Agenda Request
Meeting To Be Held: 4/9/19

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

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Date: 4/1/18

To: **Board of Trustees**   **From:** Corrina Guardipee-Hall
Browning Public Schools   **Title:** Superintendent

Subject: Out of State Travel-AVID 2019 Summer Conference

Description: Request out of state travel for the following BHS staff to attend the AVID 2019 Summer Conference in San Diego, CA July 29-31, 2019. BHS: Randy Rivas, Debra High, Kathy Broere, Robin Bear Child Andrea Evans, Jack Parrent, Brian Harrell, Billie Jo Juneau

Financial Impact: $ 27,188.80

Funding Source (Budget/grant, etc.): MCLP: 115.50/60.423.2213.582.649

Attachment(s): Travel Request/Agenda

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

Comments: _____

_____

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

AVID®

LIMITLESS
Opportunities

AVID 2019 SUMMER INSTITUTE

STRAND OFFERINGS

Please note that some strands use digital tools. Check the strand descriptions on MyAVID for device requirements. Additionally, not all strands will be offered at every Institute and strands may be canceled due to low enrollment.

Attendee Key:
(1) 1st Year (2) 2nd Year (3) 3rd Year (4) 4th Year

AVID Secondary

AVID Academic Elective Teachers and AVID Coordinators

- (1) Implementation: Middle School or High School
- (2) Tutorology
- (3) Advancing the AVID Elective: Middle School and High School
- (3) Essential Academic Skills for College Readiness
- (4) AVID Academic Language and Literacy: A Schoolwide Approach
- (4) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (4) Culturally Relevant Teaching: Transforming Educators
- (4) Culturally Relevant Teaching: Empowering Students
- (4) Digital Teaching and Learning Foundations: Secondary
- (4) Digital Teaching and Learning—Advancing: Google—NEW
- (4) Digital Teaching and Learning—Advancing: Microsoft—NEW
- (4) Digital Teaching and Learning—Advancing: Leadership—NEW
- (4) Leadership for AVID Schoolwide
- (4) Preparing for College
- (4) Student Success
- (4) Learning Through Writing: A Schoolwide Approach
- (4) Content-Area Writing: A Schoolwide Approach

Administrators and AVID Coordinators

- (1) Leadership for Implementation: Middle School/High School
- (2) Leadership for Advancing
- (3) Leadership for AVID Schoolwide
- (4) AVID Academic Language and Literacy: A Schoolwide Approach
- (4) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (4) Culturally Relevant Teaching: Transforming Educators
- (4) Culturally Relevant Teaching: Empowering Students
- (4) Digital Teaching and Learning—Foundations: Secondary
- (4) Digital Teaching and Learning—Advancing: Google—NEW
- (4) Digital Teaching and Learning—Advancing: Microsoft—NEW
- (4) Digital Teaching and Learning—Advancing: Leadership—NEW
- (4) Preparing for College
- (4) Student Success
- (4) Tutorology
- (4) Learning Through Writing: A Schoolwide Approach
- (4) Content-Area Writing: A Schoolwide Approach

Counselors

- (1) Counseling: Middle School or High School
- (2) Preparing for College
- (3) AVID Academic Language and Literacy: A Schoolwide Approach
- (3) Culturally Relevant Teaching: Transforming Educators
- (3) Culturally Relevant Teaching: Empowering Students
- (3) Leadership for AVID Schoolwide
- (3) Student Success
- (3) Tutorology

AVID Excel

Please note that AVID Excel strands are for contracted AVID Excel sites only.

- (1) AVID Excel Implementation
- (2) AVID Excel Scholar Groups
- (3) AVID Excel Advancing

Subject-Area Teachers

- (1) AVID Academic Language and Literacy: A Schoolwide Approach
- (1) AVID Career and Technical Education (CTE)
- (1) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (1) English Language Arts: Exploring Texts with Strategic Reading
- (1) English Language Arts: Informing Ourselves and Others Through Writing and Speaking
- (1) History/Social Science Through High Engagement Strategies
- (1) History/Social Science Through Historical Inquiry
- (1) Mathematics 1
- (1) Science 1
- (1) Student Success
- (1) AVID Bridges to Success: A Schoolwide Approach
- (1) Learning Through Writing: A Schoolwide Approach
- (1) Content-Area Writing: A Schoolwide Approach
- (2) AVID Academic Language and Literacy: A Schoolwide Approach
- (2) AVID Career and Technical Education (CTE)
- (2) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (2) Culturally Relevant Teaching: Transforming Educators
- (2) Culturally Relevant Teaching: Empowering Students
- (2) Digital Teaching and Learning—Foundations: Secondary
- (2) Digital Teaching and Learning—Advancing: Google—NEW
- (2) Digital Teaching and Learning—Advancing: Microsoft—NEW
- (2) Digital Teaching and Learning—Advancing: Leadership—NEW
- (2) English Language Arts: Exploring Texts with Strategic Reading
- (2) English Language Arts: Informing Ourselves and Others Through Writing and Speaking
- (2) History/Social Science Through High Engagement Strategies
- (2) History/Social Science Through Historical Inquiry
- (2) Mathematics 2
- (2) Science 2
- (2) Student Success
- (2) AVID Bridges to Success: A Schoolwide Approach
- (2) Learning Through Writing: A Schoolwide Approach
- (2) Content-Area Writing: A Schoolwide Approach
- (3) AVID Academic Language and Literacy: A Schoolwide Approach
- (3) AVID Career and Technical Education (CTE)
- (3) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (3) Culturally Relevant Teaching: Transforming Educators
- (3) Culturally Relevant Teaching: Empowering Students
- (3) Digital Teaching and Learning—Foundations: Secondary
- (3) Digital Teaching and Learning—Advancing: Google—NEW
- (3) Digital Teaching and Learning—Advancing: Microsoft—NEW
- (3) Digital Teaching and Learning—Advancing: Leadership—NEW
- (3) Preparing for College
- (3) Student Success
- (3) AVID Bridges to Success: A Schoolwide Approach
- (3) Tutorology
- (3) Learning Through Writing: A Schoolwide Approach
- (3) Content-Area Writing: A Schoolwide Approach

AVID Elementary

Please note that AVID Elementary (AE) strands are for contracted AE sites only.

AVID Elementary District Directors: See *District Directors K–12* section below for strand sequence.

AVID Elementary Administrators

- (1) AE: Leadership for Implementation
- (2) AE: Leadership for Advancing
- (3) AE: Foundations Implementation (Grades K–2)
- (3) AE: Foundations Implementation (Grades 3–6)

AVID Elementary Teachers

- (1) AE: Foundations Implementation (Grades K–2)
- (1) AE: Foundations Implementation (Grades 3–6)
- (1) AVID Bridges to Success: A Schoolwide Approach
- (2) AE: Just WICORize It!
- (2) AE: The Art of Inquiry
- (2) AE: STEM—NEW
- (2) Digital Teaching and Learning—Foundations: Elementary—NEW
- (3) AE: STEM—NEW
- (3) AE: Just WICORize It!
- (3) AE: The Art of Inquiry
- (3) AVID Academic Language and Literacy: A Schoolwide Approach
- (3) Reading for Disciplinary Literacy: A Schoolwide Approach—NEW
- (3) Culturally Relevant Teaching: Transforming Educators
- (3) Culturally Relevant Teaching: Empowering Students
- (3) Digital Teaching and Learning—Foundations: Elementary—NEW
- (3) Digital Teaching and Learning—Advancing: Google—NEW
- (3) Digital Teaching and Learning—Advancing: Microsoft—NEW
- (3) Digital Teaching and Learning—Advancing: Leadership—NEW
- (3) Learning Through Writing: A Schoolwide Approach
- (3) Content-Area Writing: A Schoolwide Approach

District Directors K–12

- (1) AVID District Leadership (ADL) 1
- (2) AVID District Leadership (ADL) 4
- (3) Advancing the District Director Role

AVID for Higher Education

Please note that AVID for Higher Education (AHE) strands are for contracted AHE sites only. AHE strands will be offered only at the Denver Summer Institute.

- AHE: Harnessing the Power of Student Engagement
- AHE: Teacher Preparation Leadership
- AHE: Best Practices in Action
- AHE: Seminar Instructors
- AHE: Liaisons

REGISTER EARLY

Log in to https://my.avid.org

Click "2019 AVID Summer Institutes."

Deadlines and Fees

Early Bird Registration
(Through May 1, 2019) $825

Regular Registration
(After May 1, 2019) $895

Late Registration
(When registration occurs within three weeks of Institute start date) $995

2019 Summer Institute Locations and Dates

DALLAS | June 19–21	ORLANDO | July 1–3	DENVER | July 17–19
SAN DIEGO 1 | June 24–26	SEATTLE | July 1–3	ANAHEIM | July 22–24
TAMPA | June 25–27	SACRAMENTO | July 8–10	SAN ANTONIO | July 22–24
MINNEAPOLIS | July 1–3	PHILADELPHIA | July 15–17	SAN DIEGO 2 | July 29–31

July 29, 2019	July 30, 2019	July 31, 2019

2019 Summer Institute Schedule			
Day 0	Day 1	Day 2	Day 3
AVID Merchandise Sales 2:00 - 5:00 pm	Check-in 6:30 - 8:00 am	AVID Merchandise Sales 7:00 am - 4:30 pm	AVID Merchandise Sales 7:00 am - 1:30 pm
Check-in/Help & Info 2:00 - 5:00 pm	AVID Merchandise Sales 6:30 am - 3:30 pm	Morning Coffee 7:00 - 8:00 am	Morning Coffee 7:00 am - 8:00 am
	Help & Info Desk 6:30 am - 5:00 pm	Help & Info Desk 7:00 am - 5:00 pm	Help & Info Desk 7:00 am - 3:00 pm
	Grab 'n' Go Breakfast 7:00 - 8:00 am	Strands 8:00 am - 12:00 pm	Strands 8:00 am - 12:00 pm
	Site Teams 8:00 - 9:30 am	Coffee Break 9:30 - 10:00 am	Coffee Break 9:30 - 10:00 am
	Coffee Break 9:30 - 10:00 am	Lunch on own 12:00 - 1:15 pm	Lunch on own 12:00 - 1:15 pm
	Strands 10:00 am - 12:00 pm	Site Teams 1:15 - 3:30 pm	Site Teams 1:15 - 3:00 pm
	Lunch on own 12:00 - 1:15 pm	General Session 4:00 - 5:00 pm	Conference Ends 3:00 PM
	Iced Tea & Snack Break 2:30 - 3:15 pm		
	Strands 1:15 - 5:00 pm		

<p align="center">BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request</p>

Employee Name Sample   **Employee #10725**

Building   **Substitute Name** NA

LEAVE REPORT

Date of Leave	Hours	Type of Leave

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 AVID **Attach Brochure/Agenda**

Location San Diego, CA.

Departure Date 7/27/19   **Return Date** 8/2/19

Departure Time 2:00pm   **Return Time** 10:00 am

Transportation:
☒ Personal Vehicle   **Mileage** 254*.58/2. = $ 73.66
☐ District Vehicle   **Per Diem** 5 day OS+B&D IS = $ 474.00
☐ Professional Development

☒ **Registration** _____ PO# thru May 1 = $ 825.00
☒ **Hotel** _____ PO# = $1440.94
☒ **Other** _____ PO# Airfare = $ 585.00
☐ **Other** _____ PO# Luggage = - 0 -

                         Sub Total $3,398.60

Budget 115.50/60.423.2213.582.649 (100%) $547.66   **Check Total $547.66**
           (0%) $

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ Date _____