

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 5/23/17



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: 5/23/17

To: **Board of Trustees**
 Browning Public Schools

From: Sicily Bird
Title: Napi Elementary Principal

Subject: **In State Travel: MBI Award Presentation**

Description: The Napi Elementary School will be receiving an award for the implementation of the MBI initiative.

Financial Impact: \$442.24

Funding Source (Budget/grant, etc.): Office of the Principal Budget

Attachment(s): Leave Request/MBI Agenda

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

Comments: _____

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



2017 MBI Summer Institute June 19-23, 2017

Electronic Registration Opens
March 31, 2017

<http://www.montana.edu/cs/conferences/mbi/>

Sessions for Pre-K through High School
and SRO's/Law Enforcement

Early Bird (before June 1):

\$275 per person for the week

Team: \$250 per person for the week

Individual per day: \$85

After June 1: Individual: \$315 per person for the week

Team: \$290 per person for the week

Registration Closes: June 9

Location: Montana State University—Bozeman

Lodging: MSU Residence Halls Available
(Single \$28/night; Double \$23/person/night)

Credit and Continuing Education:

2 Graduate Credits; 2 Undergraduate Credits

OPI Renewal Units

Montana Approved Early Childhood
Training Hours

Law Enforcement POST Credit—16-24 Credits

Social Workers and Professional Counselors

 **Montana**
Office of Public Instruction
Elsie Arntzen, Superintendent

Exceptional Sessions to Note:

- Opening keynote by *George Sugai—Climate Change: Doubling down with Prevention*
- Special Musical Performance by: *Jason DeShaw*
- Best Practices Expo showcasing MT schools. Music by *Monte Selby*
- Movie Night showcasing: *Resilience: The Biology of Stress and the Science of Hope*
- Law Enforcement special: Platte Canyon Debrief

2017 MBI Summer Institute Featured Presentations:

- *Integrating MTSS*
- *Suicide Postvention and Prevention*
- *Designing Your Digital Legacy*
- *Trauma Informed Practices*
- *Inter-Connected Systems Framework*
- *Improving Attendance*
- *Creating School Wide Discipline Plans in the Elementary and Secondary setting*
- *Youth Mental Health First Aid*
- *School Counselors Role in PBIS*
- *Role of the SRO in the school*
- *Friendship Skills in Early Childhood*

For more information contact:
Susan Bailey-Anderson at 406-444-2046
or Marcy Otten at 406-529-0774



BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name _____
Building _____

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u> <u>6/19/2017 - 6/23/2017</u>	<u>Hours</u> <u>40</u>	<u>Type of Leave</u> <u>SR</u>
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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 Montana Behavioral Initiative Summer Institute 2017 (Attach Brochure/Agenda)

Location Bozeman, MT

Departure Date 6/19/2017

Return Date 6/23/2017

Departure Time 7:00 am

Return Time 5:30 pm

Transportation: ☒ Personal Vehicle
☐ District Vehicle
☐ Professional Development

Mileage 534 @ .535 ÷ 2 = \$ 142.85

Per Diem 4 @ \$35 +L 12 = \$ 152.00

☐ Registration PO# _____ = \$ -0.00

☒ Hotel PO# 25834 = \$ 608.00

☐ Other PO# _____ = \$ -0.00

☐ Other PO# _____ = \$ -0.00

Sub Total \$ 902.85

Budget Montana SOARS Grant (100 %) \$294.85
115.90.465.1000.582.204

Check Total \$294.85

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____