

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 03/29/23



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignations 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: 03/22/23

To: Corrina Guardipee-Hall
 Superintendent

From: Cinnamon Crawford
Title: Prevention Director

Subject: **School-Based Health & Wellness Conference 2022-2023**

Description: Request travel to attend the School Based Health/Wellness Conference in Washington, DC 6/26/23-6/29/23. This conference is an opportunity to connect with fellow health care professionals, education professionals, and advocates across the nation. More than 2,500 school-based health centers (SBHCs) nationwide deliver integrated, patient-centered care, screening for conditions like obesity and depression, and offering preventive services—all with a special focus on vulnerable children and adolescents. Conference attendees will explore the innovative ways SBHCs serve their rural, urban, and suburban schools and communities by promoting wellness and health equity.

Financial Impact: **\$3,836.38**

Funding Source: Wellness Grant Budget Number: 115.90.470.2213.582.209

Attachment(s): Conference Agenda, Leave slips, Professional Development form

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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

Celebrating & Growing

THE WORKFORCE

June 26-28, 2023



**NATIONAL SCHOOL-BASED
HEALTH CARE CONFERENCE**

Location: American University, Washington College of Law
4300 Nebraska Avenue NW, Washington, D.C. 20016

Schedule

Date/Time	Activities
Monday, June 26, 2023	
Noon – 5 p.m.	Conference Registration
1 – 3 p.m.	Pre-Conference Workshop
Tuesday, June 27, 2023	
8 a.m. – 5 p.m.	Conference Registration
8:45 – 10:15 a.m.	Opening Plenary
10:15 – 10:30 a.m.	Break
10:30 – 11:45 a.m.	Workshop Session A
11:45 a.m. – noon	Break
Noon – 1:15 p.m.	Workshop Session B
1:15 – 2:15 p.m.	Lunch On Own
2:15 – 2:30 p.m.	Break
2:30 – 3:45 p.m.	Workshop Session C
3:45 – 4 p.m.	Break
4 – 5:15 p.m.	Workshop Session D
Wednesday, June 28, 2023	
8 a.m. – 5 p.m.	Conference Registration
9 – 10:15 a.m.	Workshop Session E
10:15 – 10:30 a.m.	Break

10:30 – 11:45 a.m.	Workshop Session F
11:45 a.m. – noon	Break
Noon – 1:15 p.m.	Workshop Session G
1:15 – 2:15 p.m.	Lunch On Own
2:15 – 2:30 p.m.	Break
2:30 – 3:45 p.m.	Workshop Session H
3:45 – 4:00 p.m.	Break
4 – 5:15 p.m.	Closing Plenary/Awards
Thursday, June 29, 2023 Capitol Hill Day	

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

Employee Name Cinnamon Crawford
Building BHA

Employee # 13667
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>6/26/23-6/30/23</u>	<u>40</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 School-Based Health/Wellness Conference 2022-2023 (Attach Brochure/Agenda)

Location Washington DC

Departure Date 06/25/23

Return Date 6/30/23

Departure Time 10AM

Return Time 9PM

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 254 x .655 = \$166.37

Per Diem 4d@105+\$82IS+\$58OS+\$20 = \$580.00

Registration PO# _____ = \$ 500.00

Hotel PO# _____ = \$1279.16

Other PO# Airfare = \$1230.85

Other PO# Luggage = \$ 80.00

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

Sub Total \$3836.38

Budget 115.90.470.2213.582.209 (100%) \$826.37

Check Total \$826.37

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____