

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 01/31/18



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**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:**   01/15/18

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

**From:**   Jill Mattingly  
**Title:**    SPED Director

**Subject: In State Travel: 2018 MCEC Conference on Exceptionalities**

**Description:** Request permission for Jill Mattingly to travel out of district to attend the 2018 MCEC Conference on Exceptionalities in Missoula, MT February 28 & March 1 & 2, 2018.

**Financial Impact:** \$ 837.18

**Funding Source (Budget/grant, etc.):** IDEA 6B Monies

**Attachment(s):** Travel Request/Conference Agenda

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)    Approved    Denied    Tabled to: \_\_\_\_\_

# 2018 MCEC/MCASE Conference on Exceptionalities

## Hilton Garden Inn, Missoula MT

**Wednesday February 28, 2018**

7:00 - 8:45 a.m.	<b>REGISTRATION- ATRIUM</b>							
8:45 - 9:45 Session 1	<b>WELCOME &amp; ANNOUNCEMENTS: Getting the Most out of the Conference It's Easier to Reach for the Stars When We Work Together - Marilyn Friend</b>							
9:45-10:00	Grant Creek Ballroom ABCD							
<b>VISIT EXHIBITORS- Atrium</b>								
<b>Strand</b>	Co-Teaching	Leadership	Autism	Early Childhood	Behavior	Early Childhood	Secondary Transition	
<b>10:00 - 12:00 Session 2</b>	1. Co-Teaching: Reaching All Learners through Classroom Partnerships—Part 1 - Marilyn Friend	2. Hot Topics In Special Education for Educators- Frank Podobnik/ OPI (Spec Ed Directors: See Friday Session	3. The Birds and the Bees: Puberty, Hygiene, Safety and Sexuality for Youth with Autism Spectrum Disorder, Part 1 Natalie Montfort	4. Zero to 60: Getting New Staff, Subs, and Volunteers up to speed with Positive Guidance-Grace Decker, Child Care Resources	5. Expanding Your Toolbox; How to Integrate Zones of Regulation across the school setting- Michelle Swank, Columbia Falls School District (this session will be repeated on Friday morning)	6. Individualized Learning During Center Time- Anaconda School District Preschool Teaching Teams and Maureen Kampfe	7. Job Ready- Bill Bourdreaux & Lisa Fall- Frenchtown High School	
<b>12:00-1:15 Lunch on Your Own</b>								
<b>1:15 - 3:15 Session 3</b>	Co-Teaching	Leadership	Autism	Spec Ed Processes	Technology/ Behavior	Early Childhood	Secondary Transition	
	1. Co-Teaching: Reaching All Learners through Classroom Partnerships—Part 2 - Marilyn Friend	2. Helpful Tips for New Special Education Directors -Frank Podobnik, Dick Trerise & OPI staff	3 The Birds and the Bees: Puberty, Hygiene, Safety and Sexuality for Youth with Autism Spectrum Disorder, Part 2 Natalie Montfort	4. Writing Data Friendly, Individualized IEP Goals- Teri Dierenfield, West Valley School	5. Measuring Success- Libby Johnson, Yellowstone- West Carbon County Spec Serv Cooperative	6. Storybook Palooza- Maureen Kampfe, OPI	7. Pre-Employment Transition Service Options at MCP5- Heather Nile, Ashley House, LanAnn Bryant, Laurie Zinke	
<b>Room</b>								
<b>3:15 - 3:30 Break</b>	<b>BREAK</b>							
<b>Session 4: 3:30-4:30 Exhibitor Showcase</b>								
Session 4: Exhibitor Showcase (choose 2) 25 minute sessions repeated twice. Must attend both sessions to receive credit								
<b>Rooms</b>	Salon A	Salon D	Salon C	Salon E	Salon F	Salon G		
<b>5:00-6:00</b>	<b>MCASE Meeting</b>							
	Location TBA							
<b>4:30 - 5:00</b>	<b>University Credit- If taking for University credit please attend this session</b>							

7:00 - 8:00 a.m.		Breakfast Buffet/ Conference Registration- Atrium										
8:00 - 9:00 Session 5		KEYNOTE: Reaching & Teaching All Learners- Dr. Laurie Barron <i>Grant Creek Ballroom - Salon D</i>										
9:00- 9:15 Visit the Exhibitors <i>Atrium</i>												
<b>Strands</b>		<b>Leadership</b>		<b>Behavior</b>		<b>Early Childhood/Technology</b>		<b>Technology</b>		<b>Secondary Transition</b>		
9:15 - 11:15 Session 6		1. Emerging Legal Issues in Special Education- Bea Kaleva, Kaleva Law		2. Reaching and Teaching All Students a Roadmap to Success- Shawna Heiser, Special Learning 1-on-1		3. Science Hands on Exploration: Tinker Labs- Terri Barclay, OPI		4. Google Form Data Collecting Made Easy - Laura Cline, Big Sandy Schools		5. Developing and Supporting Integrated Work-based Learning Experiences- Morgen Alwell, UM; Jennifer Closson, UM, Melissa Dadmun, Rural Institute		
<b>Rooms</b>												
11:15 - 11:45 Break/ Visit Exhibitors		BREAK/ Visit Exhibitors										
11:45- 1:00 Session 7		AWARDS LUNCHEON: CSPD AWARDS <i>Grant Creek Ballroom</i>										
1:00-1:30 Visit the Exhibitors <i>Atrium</i>												
1:30 - 3:30 Session 8		<b>Behavior</b>		<b>Behavior/ Leadership</b>		<b>Early Childhood</b>		<b>CoTeaching</b>		<b>Secondary Transition</b>		
		1. The PAX Good Behavior Game: Claire Richardson, Paxis Institute: (this session will run until 4:30 pm and continue on Friday morning) Additional \$310 for kit		2. A Roadmap to Success for Administrators: Reaching and Teaching Staff and Students - Shawna Heiser, Special Learning 1-on-1		3. Still Learning Outside: Keeping Outdoor Experience & Environment a Preschool Priority- Sally Hicks, OPI Preschool Development		4. COTEACHING-- TBA Melissa Hardman and ?		5. Penny vs. Sheldon: An Approach to Social Communication Instruction- Carolyn Long, Tonya Shonkwiler & Hannah Haygood, Bozeman School District (This session will be repeated Friday morning)		
		Salon C		Salon D		Bitterroot ABC		Salon G		Salon EF		
3:30-3:50 Break/ Visit Exhibitors		BREAK/ Visit Exhibitors										
<b>Cracker Barrel Presentations</b>		<b>Behavior</b>	<b>Assessment</b>	<b>Disability</b>	<b>Technology</b>	<b>Early Childhood</b>	<b>Early Childhood</b>	<b>Early Childhood</b>	<b>Behavior</b>	<b>Disability</b>	<b>Instructional Strategies</b>	<b>Instructional Strategies</b>
Session 9: 3:50-4:50 Cracker Barrel (25 minute sessions, repeated twice) Must attend both sessions to receive credit		Continuation of PAX Good Behavior Game Session 8	1. Smarter Balanced Accommodations: Guidelines for Choosing the Text to Speech/Read Aloud Accommodation- Yvonne Field, OPI	2. Reach for the STARS: Reflections on the Social Model of Disability— Does Diagnosis Matter?- Robin Lynn Treptow, Fielding Graduate University	3. Using Google Forms For Special Educators- Melissa Hardman, Evergreen School District	4. Social Skills Circle Time- Grace Decker, Child Care Resources	5. Engaging Men in Early Childhood- Jody Lehman, OPI	6. Terrific Transitions- Maureen Kampfe, OPI	7. Social Skills Aren't Rocket Science!- Morgan Ator, Yellowstone-West Carbon Coop	8. Serving Students with Hearing Loss: Reaching for the Stars in MT- Catherine Griffin & Carol Clayton-Bye, MT School for Deaf & Blind	9. Active Learning for All: Student Success Begins With Small Steps- Mastery Ann Ellsworth- MSU	10. Lessons Learned from the Virginia Tiered Systems of Supports (VTSS)-Thomas Manthey, Mt Center for Inclusive Education
		Salon C										
5:00 - 5:30		MCEC Membership Meeting <i>Salon E</i>										
5:40- 7:00		Awards Social (No Host) MCEC & MCASE Distinguished Service Awards <i>Grant Creek Ballroom- Salon D</i>										

7:00 - 8:00

**Breakfast- Omelete Station**

Atrium

Strands	Leadership	Instructional Strategies	Assessment	Early Childhood	Spec Ed Processes	Behavior	Disability	Behavior	Disability/ Secondary Transition	Technology	
<p><b>Session 10: 8:00 - 11:15</b></p> <p><b>9:45-10:00 Break - Last chance to visit Exhibitors</b></p>	<p>1. MCASE Roundtable Discussion for Special Education Administrators: Changes in Montana Special Education- Frank Podobnik, OPI and Michelle Halberg, MCASE</p>	<p>2. Universal Design for Learning: Applications for Practitioners and Opportunities for Co-Teaching- Morgen Alwell, UM &amp; Neil Murray, Woodman School, Terri Daniels, Missoula School District</p>	<p>3. Making Statewide Assessments Accessible for Students with Disabilities- Yvonne Field, OPI</p>	<p>4. Playful Instruction and Planful Play - Dr. Lucy Hart Paulson, UM</p>	<p>5. How to Write Terrible, Horrible, No Good, Very Bad Goals for IEPs- Doug Doty, Montana Autism Education Project, OPI</p>	<p>6. The PAX Good Behavior Game- Part 2 (continuation from Thursday afternoon)</p>	<p>7. If You Only Knew What I Was Saying- Cathy Jury, Mt School for Deaf &amp; Blind</p>	<p>8. Expanding Your Toolbox; How to integrate Zones of Regulation across the school setting- Michelle Swank, Columbia Falls School District (Repeat of the Wednesday session)</p>	<p>9. Penny vs. Sheldon: An Approach to Social Communication Instruction- Carolyn Long, Tonya Shonkwiler &amp; Hannah Haygood, Bozeman School District (Repeat of Thursday session)</p>	<p>10. Navigating the Stars: Bringing Technology into Sight- Melanie Bush and Chris Siller, MT Independent Living Project</p>	

Turn your Credit Accumulation Cards in to the Registration Desk

11:45 - 1:45

MCEC Board of Governors Spring Board Meeting  
Clark Fork Board Room

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

Employee Name Jill Mattingly  
Building Special Services

Employee #12045  
Substitute Name NA

**LEAVE REPORT**

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>02/,27, 28, 03/01,02/2018</u> 36 HRS	<u>SR</u>	<u>        </u>
<u>        </u>	<u>        </u>	<u>        </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 2018 MCEC Conference on Exceptionalities **(Attach Brochure/Agenda)**

Location Missoula, MT

Departure Date 02/27/18

Return Date 03/02/18

Departure Time 1:00 pm

Return Time 7:00 pm

Transportation:       Personal Vehicle  
 District Vehicle  
 Professional Development

Mileage 204 RT @ \$0.545 = \$111.18  
Per Diem 3 days @ \$35.00+\$15.00= \$120.00

**Registration** PO# \_\_\_\_\_ = \$275.00  
 **Hotel** PO# \_\_\_\_\_ = \$331.00  
 **Other** PO# \_\_\_\_\_ = \$  
 **Other** PO# \_\_\_\_\_ = \$

**Sub Total \$837.18**

Budget #126/226-90-280-1700-582 (100 %) \$174.14  
126/226-90-280-1700-810 (100 %) \$ 58.04

**Check Total \$231.18**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_