

Browning Public Schools

Board Agenda Request

Meeting To Be Held: January 31, 2018__



- 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: 1/3/17

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

From: Dennis Juneau
Title: BMS Principal

Subject: **In state travel:**

Description: Request Angela Heavy Runner to attend Check In/Check Out in Helena, MT on Feb 11-12, 2018.

Financial Impact: \$245.74

Funding Source (Budget/grant, etc.): 115.90.465.1000.582.206

Attachment(s): PD Objectives, Leave Slip, program

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

Comments: _____

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

**The Behavior Education Program (BEP): a Check-in, Check-out (CICO)
Intervention for Students at Risk
Team Training Agenda
Wingate Hotel, Helena, MT
February 6, 2017**

**Each block of time will include presentation of implementation core components and team time to work*

8:30-9:00

Critical Features of Tier 2 Interventions

9:00-9:30

Setting the Systems for implementing the Behavior Education Program (BEP)

9:30-10:00

Developing a Daily Progress Report

10:00-10:15 Break

10:15-10:45

Reinforcement System for students on the BEP

10:45-11:30

Referral System for the BEP

11:30-12:30 Lunch

12:30-1:15

Managing Daily Data

1:15-1:45

Fading Students off of the Intervention

1:45-2:45

- **Staff Training**
- **Student Orientation**
- **Parent Training**

2:45-3:15

Expanding CICO to other Secondary Supports: Social/Academic Groups and Mentoring

3:15-3:30

Wrap up and Closing

BROWNING PUBLIC SCHOOLS

Leave Report/Travel Request

Employee Name Angela Heavy Runner
Building BMS

Employee #10228
Substitute Name NA

LEAVE REPORT

Date of Leave Hours Type of Leave
211/2018-2/12/1028 8 SR

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
- SL Sick Leave
- *EX/SR Extra-Curricular/School Related
- PL Personal Leave
- JD Jury Duty (attach verification)
- NG National Guard
- FN Funeral _____
- ALWO Approved Leave W/O Pay
- ULWO Unapproved Leave w/o Pay
- SWP Suspended w/Pay
- 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 MBI Check in / Check Out (Attach Brochure/Agenda)

Location Helena, MT.

Departure Date 2/11/2018

Return Date 2/12/2018

Departure Time 4:00 p.m.

Return Time 8:00 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 344 x .535 = \$ 93.74

Per Diem 1 day @ \$35 + 1 D \$15 = \$ 50.00

Registration PO# _____ = \$ 00
 Hotel PO# _____ = \$ 103.00
 Other PO# Airfare = \$ 00
 Other PO# Luggage = \$ 00

Sub Total \$245.74

Budget 115.90.465.1000.582.206 (100 %) \$ 143.74

Check Total \$143.74

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site