Browning Public Schools
**Board Agenda Request**
Meeting To Be Held:  6/13/17

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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:**    6/5/17

**To:**     **John Rouse**                         **From:**   Everett Holm_____
           Browning Public Schools          **Title:**   Technology Director

**Subject:  In state travel to Extreme Networks University training**

**Description:**  Request to attend the training sponsored by our switch partner, Extreme Networks in Kalispell June 28 & 29, 2017.

**Financial Impact:** $ **340.93**

**Funding Source (Budget/grant, etc.):**  Technology Discretionary

**Attachment(s):**   leave request, conference schedule, professional development form.

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

**Comments:** _____

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

**EXTREME UNIVERSITY: EXTREME MANAGEMENT**
**Course**
Extreme University (2-day course) 1$^{1st}$ day will be on Extreme XOS, Including CLI, Switch Management and much more.  The 2$^{nd}$day on Extreme Management of wired and wireless, with focus on Extreme Management/NetSight management tools.

By attending this FREE course, you will gain a working knowledge of Extreme Switching and Operating System, NetSight/Extreme Management to customize and automate management of your network. The goal is to assist IT staff in increasing both visibility and security of networks, while saving staff time.

This knowledge will be reinforced through actual hands-on experience with networking equipment in a lab environment, where students will validate information discussed in lecture while completing real-world tasks.  You will need to **bring your own laptop** (with wireless capability). A specific course outline has been developed for this course. See below.

**Course Dates & Time**
June 28th and 29th, 2017 from 9:00 am - 4:00pm (lunch is provided)

**Training Location**
Glacier High School 375 Wolfpack Way Kalispell MT 59901
Use the main entrance doors on the south side of the building.  We will be using the main conference room.

Richard Lawrence IT Director
Jason Hecock IT Administrator-Network/Systems/Security

**Since space is limited, please reserve by emailing Jerry Yarborough**:
Jyarboro@extremenetworks.com
865.919.1777 Cell

**Trainer**
Scott Singer, Extreme Networks

> **Laptop**
> You will need to bring your own laptop (with wireless capability).

**Day 1 Course Outline**
Introduction and Orientation
Module 1 – CLI and Switch Management
Module 2– VLAN Configuration with VLAN Lab
Module 3 – Unicast Routing
Unicast Routing Lab
Module 4 – ACLs with ACL Lab
Module 5 – EAPS Redundancy with EAPS Lab
Module 6 – QoS with QoS Lab
Module 7 – MLAG with MLAG Lab


**Day 2 Course Outline**

Section 1 - Introduction to Extreme Networks
Section 2 - What's New? Brief Roadmap Discussion for IT Planning
Section 3 - Overview of Extreme Management/NetSight/NMS
Section 4 – OneView Tour
Section 5 – Device Monitoring: Cross-platform for Extreme, HP, Cisco & others
Section 6 - Automating Config Backups: Cross-platform for Extreme, HP, Cisco & others
Section 7 – Alarms and Events
Section 8 – Reporting and Alerting
Section 9 – Server Monitoring and Tuning
Section 10 - Server Troubleshooting

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

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**Employee Name** <u>Everett Holm</u>                    **Employee #**
**Building**  <u>Technology</u>                **Substitute Name** <u>NA</u>

**LEAVE REPORT**

| Date of Leave | Hours | Type of Leave |
|---|---|---|
| 6/28-29/17 | 20 | 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** | 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, <u>In</u> or <u>Out</u> of District, you <u>MUST</u> list Conference Name/Location**

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**TRAVEL REQUEST**  **(If receiving payment for EX/SR leave please fill out entire form completely)**

**Conference/Workshop**  <u>Extreme Networks Training-</u>  **(Attach Brochure/Agenda)**

**Location**  <u>Kalispell MT</u>

| **Departure Date** <u>6/28/17</u> | **Return Date** <u>6/29/17</u> |
|---|---|
| **Departure Time** <u>5:30 am</u> | **Return Time** <u>7:00 p.m.</u> |

**Transportation:**  ☒ Personal Vehicle    **Mileage** <u>198</u>  @.535  = $ <u>105.93</u>
☐ District Vehicle    **Per Diem** <u>2 @ $35</u>  = $  <u>70.00</u>
☒ Professional Development

☐ **Registration** <u>PO#</u>  =  $0.00
☒ **Hotel** <u>PO#</u>  =$ <u>165.00</u>
☐ **Other** <u>PO#</u>  airfare  =  $0.00
☐ **Other** <u>PO#</u>  =  $0.00

**Sub Total**  <u>340.93</u>

**Budget**  <u>126.78.162.2220.0582</u>  (75%)  $131.95
<u>226.78.162.2220.0582</u>  (25%)  $43.98

<mark>**Check Total**  **$  175.93**</mark>

**Employee Signature** _____  **Date** _____

**Principal/Supervisor** _____  **Date** _____

**Superintendent Signature** _____  **Date** _____