

Browning Public Schools Strategic Planning Retreat: Price Quote

Submitted by:

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Submitted to:

Rebecca Rappold, Superintendent

Jennifer LaFromboise-Wagner, Assistant Superintendent

Strategic Planning Approach:

To provide the following structured processes to recognize and honor the contributions of the board, principals, and directors; use working agreements/ground rules for engagement; and cluster participant contributions into informative and inclusive strategies.

- **Onsite Design Conference** (March 2025)– to review and finalize space requirements, food, group size, time allotted, needs/wants, equipment (e.g., LCD projector, screen, microphone, etc.), and supplies (e.g., newsprint, markers, sticky notes).
- **Landscape Analysis** – (April 2025) review relevant background information and data about the school district. Helpful to review previous strategic plans, annual reports, and documents to familiarize ourselves with the school district. A 20-minute summary will be presented during the retreat.
- **2-day Strategic Planning Retreat** – (April 2025)
 - Preparation and Set-up
 - 4-hour morning session with 8 board members
 - One-and-a-half-day session with 25 principals and directors
- **Strategic Plan** (May 2025)
 - Draft due within 2 weeks of event
 - Final within 2 weeks of feedback
- *Optional: Onsite Implementation Site Visit (October 2025)*

Time and Resources

Tasks	Cost
Onsite Design Conference • 4 hours	\$1,000
Landscape Analysis • 6 hours	\$1,000
2-day Strategic Planning Retreat • 16 hours x 2 facilitators	\$10,000
Strategic Plan • Draft and Final	\$1,000
Travel • Mileage: RT (420) Missoula to Browning x 2 trips = 840 miles X 0.70 = \$588.00 • Per Diem: 2.5 days x 2 facilitators x \$68 = \$340.00 1.5 days of travel per diem x 2 facilitators x \$51.00 = \$153.00 • Lodging: \$110.00 x 3 nights - \$330.00 x 2 facilitators = \$660.00	\$1,741
Total	\$14,741.00

Optional:

Onsite Implementation Site Visit (October 2025) • 6 hours	\$1,000
Travel • Mileage: RT (420) Missoula to Browning x 1 trip = 420 miles X 0.70 = \$294.00 • Per Diem: 1 day x 2 facilitators x \$68 = \$136.00 1 day of travel per diem x 2 facilitators x \$51.00 = \$102.00 • Lodging: \$110.00 x 2 nights - \$220.00 x 2 facilitators = \$440.00	\$972
Total	\$1,972.00