

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 3/7/17



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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:**        3/1/17

**To:**            **John Rouse**  
                    Superintendent

**From:**        Billie Jo Juneau  
                    Title:        BNAS Director

**Subject: Out of State Travel: WIDA Native Language Study Group Site Visit**

**Description:** Request approval for travel for Toni Tatsey, Willie Tailfeathers, Misty Tatsey and Darcy Skunkcap to attend the WIDA Native Language Study Group site visit in Bethel, Alaska April 24 – April 29, 2017.

**Financial Impact: \$5,022.40 (Darcy and Misty Tatsey SR leave and per diem \$705.95 ea  
   Willie Tail Feathers and Toni Tatsey \$1,805.25 ea)**

**Funding Source (Budget/grant, etc.): 115.10.374.1700.582.510**

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

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

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

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

Native Language Study Group  
Tentative Agenda  
Site Visit, Bethel, Alaska  
April 25 – April 28, 2017

Note: visitors should arrive in Bethel on the afternoon or evening of April 25. Plan on leaving Bethel the morning of April 28. Please contact [alex.kapsner@lksd.org](mailto:alex.kapsner@lksd.org) by email with your name-as-you-travel, birthdate, address, phone #. She may request other information to pay for your meals. Travel for two Native Study Group members is paid for through the OLEA grant. You may bring additional people if you wish, but they must be funded by another source. Alex will arrange travel for two for each trip. Alex's phone number is 1-907-543-4828. If you have other questions, please contact Gayle Miller, [gayle.miller@lksd.org](mailto:gayle.miller@lksd.org) or 907-545-3827.

Tuesday, April 25, 2017

Arrive afternoon or evening. We will pick you up at the airport and take you to your place of lodging

Wednesday, April 26, 2017

8:00 Pick-up at your hotel

8:30 Meeting the Lower Kuskokwim School District (LKSD) Board Room District Office  
-Presentation: LKSD's full Yup'ik Immersion and Dual Language Programs  
\_Curricula in Yup'ik  
-Questions and Answers

11:30 Depart for Lunch

1:00 Visits to Ayaprun Elitnaurvik, full Immersion School

4:30 Return to hotel

Thursday, April 27, 2017

7:00 (approximate time) Pick-up at your hotel for the airport

8:30 (approximate time) Departure for Tuntutuliak or Kwigillingok Dual Language Program  
Visit

6:00 (approximate time) Return from the village to your hotel

Friday, April 28, 2017

7:00 (approximate time) Depart for the airport and then your home!

Dear Superintendent Rouse,

### **Invitation for Browning Public Schools Staff to Join a Native Languages Study Group**

On behalf of the Lower Kuskokwim School District, Alaska, I am inviting two members of the Browning Public Schools to join an inter-tribal, inter-state Native Languages Study Group. We have received a five-year grant from the Office of English Language Acquisition, U.S. Department of Education, to develop an assessment system for our Alaska Native language, Yugtun.

The grant includes funding to establish a small Study Group of inter-tribal and inter-state native and non-native educators interested in initiating or expanding their native language curricula and assessment. The Montana Office of Public Instruction suggested that staff from the Browning Public Schools may be interested in joining the group. Currently the Native Study Group includes members of the Menominee Indian Tribe in Wisconsin, Central Yup'ik Eskimo expert teachers and district administrators from Alaska, and researchers from WIDA and the Linguistics Department, University of Wisconsin-Madison.

The Principal Investigator, Ms. Gayle Miller, Alaska, and Dr. Rosalie Grant, a WIDA researcher, will jointly facilitate regular online group discussions and one two-day field trip each year. My district is happy to host the first field trip on Wednesday, 26 April to Thursday, 27 April, 2017. Participants would need to arrive in Bethel, Alaska, by the evening of April 25. The field trip will include visiting Ayaprun Elitnaurvik Immersion School in Bethel and a remote village school that is part of our Yugtun Dual Language program. Please find attached a draft agenda for the site visit to our district.

If two of your staff are interested in joining the Study Group, the grant can pay travel, lodging, meals and incidental expenses at government rates for one site visit per year. We are hoping members of the Study Group will be willing to host annual site visits on a rotational basis. Other people are welcome to participate in Study Group discussions and site visits at their own expense.

We would be delighted if your staff joined the collaborative Native Study Group. Your people would have an opportunity to see and learn about other native immersion programs and native centric curricula. We will have an opportunity to learn from your experiences in native language immersion education.

Thank you for your consideration,  
Gayle Miller, Principal Investigator

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

Employee Name \_\_\_\_\_  
Building Vina

Employee #11760  
Substitute Name NA

**LEAVE REPORT**

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>4/24/15 - 4/29/17</u>	<u>32</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**

<u>AN</u> Annual	<u>PL</u> Personal Leave	<u>ALWO</u> Approved Leave W/O Pay
<u>SL</u> Sick Leave	<u>JD</u> Jury Duty (attach verification)	<u>ULWO</u> Unapproved Leave w/o Pay
<u>*EX/SR</u> Extra-Curricular/School Related	<u>NG</u> National Guard	<u>SWP</u> Suspended w/Pay
	<u>FN</u> Funeral _____	<u>SWOP</u> 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 WIDA Native Language Study Group **Attach Brochure/Agenda**

Location Bethel, Alaska

Departure Date 4/24/17

Return Date 4/29/17

Departure Time 4:00 p.m.

Return Time 10:00 a.m.

Transportation:     Personal Vehicle

Mileage 254 miles @ .535 /2    =\$ 67.95

District Vehicle

Per Diem 4 days@90+\$15S+\$8B    =\$ 383.00

Professional Development

Registration PO# \_\_\_\_\_ =\$ 0.00

Hotel PO# \_\_\_\_\_ =\$ 205.30

Other PO# \_\_\_\_\_ Airfare =\$ 1099.00

Other PO# \_\_\_\_\_ Luggage =\$ 50.00

**Sub Total** \$1805.25

Budget 115.10.374.1700.582 .510 (100%) \$500.95

**Check Total** \$500.95

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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Building Vina

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Hotel PO# \_\_\_\_\_ =\$ 205.30

Other PO# \_\_\_\_\_ Airfare =\$ 0.00

Other PO# \_\_\_\_\_ Luggage =\$ 50.00

**Sub Total \$ 705.95**

Budget 115.10.374.1700.582 .510 (100%) \$500.95

**Check Total \$500.95**

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

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

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