

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 3/27/19



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: 3/19/19

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

From: **Billie Jo Juneau**
 Title: BHS Principal

Subject: Out of State Travel: Nat'l Council of Teachers of Mathematics Con'f (NCTM)

Description: As a State GEAR UP School, we received notification that Travis Miller, and Randall Ri-vas were approved to attend the NCTM Conference in San Diego, California April 3rd – 6th, 2019 (with travel dates including the 2nd through the 7th).

Financial Impact: Most of the expenses will be paid for by BHS GEAR UP. The cost to the District (out of the regular high school budget) will be the difference between the State and BPS Per Diem rates which will be approximately \$305.00 per person or \$915.00 total.

Funding Source (Budget/grant, etc.): Montana GEAR UP & Browning High School

Attachment(s): Conference Agenda (email); Leave Request

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

Comments: _____

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



Sections ▼

Schedule-at-a-Glance

📄 [Annual Meeting Program Book \(PDF - 17 MB\)](#)

Tuesday, April 2, 2019

Research Conference Concurrent Presentations <i>*Separate fee, pre-registration required</i>	8:00 a.m.– 4:15 p.m.
Research Conference Posters & Reception <i>*Separate fee, pre-registration required</i>	4:30 p.m.– 6:00 p.m.

Wednesday, April 3, 2019

Research Conference Concurrent Presentations <i>*Separate fee, pre-registration required</i>	8:00 a.m. – 4:15 p.m.
Pre-conference Workshops <i>*Separate fee, pre-registration required</i>	8:00 a.m. – 4:00 p.m.
Research Conference Plenary	9:30 a.m. – 11:00 a.m.
Regional Caucuses	2:00 p.m. – 4:00 p.m.
Annual Meeting Overview & Orientation	4:00 p.m. – 4:30 p.m.

Pre-conference Workshops <i>*Separate fee, pre-registration required</i>	8:00 a.m. – 4:00 p.m.
Annual Meeting Opening Session	5:30 p.m.– 7:00 p.m.
MET Celebration in SoCal! <i>*Sponsored by Forrest T. Jones & Company and Eureka Math; tickets required</i>	7:15 p.m. – 8:30 p.m.

Thursday, April 4, 2019

Sunrise Yoga	6:00 a.m. – 7:00 a.m.
Annual Meeting Overview & Orientation	7:15 a.m. – 7:45 a.m.
Delegate Assembly	7:30 a.m. - 9:00 a.m.
Exhibit Hall & NCTM Central Open	9:00 a.m. – 5:00 p.m.
NCTM Concurrent Presentations	9:00 a.m. – 11:00 a.m.
Program Break / Lunch & Dedicated Exhibit Times	12:00 p.m.–1:30 p.m.
NCTM Concurrent Presentations	1:30 p.m. – 5:00 p.m.
Keynote Address by NCTM President	1:30 p.m. – 2:30 p.m.
Shadowcon	6:00 p.m. – 7:00 p.m.

Friday, April 5, 2019

Sunrise Yoga	6:00 a.m. – 7:00 a.m.
Exhibit Hall & NCTM Central Open	9:00 a.m.– 5:00 p.m.
NCTM Concurrent Presentations	9:00 a.m.–11:00 a.m.
Iris Carl Address	11:00 a.m.–12:00 p.m.
Program Break / Lunch & Dedicated Exhibit Time	12:00 p.m.–1:30 a.m.
NCTM Concurrent Presentations	1:30 p.m.– 5:30 p.m.

Past Presidents Address	1:30 p.m. – 2:30 p.m.
IGNITE <i>*Sponsored by Houghton Mifflin Harcourt</i>	6:00 p.m. – 7:00 p.m.

Saturday, April 6, 2019

Exhibit Hall & NCTM Central Open	9:00 a.m. – 12:00 p.m.
NCTM Concurrent Presentations	8:00 a.m. – 12:00 p.m.
Closing Session	12:30 p.m.–1:30 p.m

1906 Association Drive
 Reston, VA 20191-1502
 (800) 235-7566 or (703) 620-9840
 FAX: (703) 476-2970
 nctm@nctm.org

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

Employee Name Sample Request
Building Browning High School

Employee # **13385**
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>4/2 - 7, 2019</u>	<u>32 hrs</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

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 National Council of Teachers of Mathematics Conference **(Attach Brochure/Agenda)**

Location San Diego, CA

Departure Date 4/2/19

Return Date 4/7/19

Departure Time 8:00 a.m.

Return Time 8:00 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 3 way split Kalispell Mileage = \$ 38.28

Per Diem 5 days@90 + 12ISL + 42OSD = \$199.00GU

\$305.00 BPS

Registration PO# _____ = \$ 557.00

Hotel PO# est. _____ = \$1,350.00

Other PO# airline est. _____ = \$ 600.00

Other PO# _____ = \$ -0-.00

Shuttle/taxi/parking is reimbursable only with receipt **Sub Total** \$3,049.28

Budget 115-60-471-2213-582-686 (%) \$237.28

226-60-150-2213-582 (%) \$305.00

Check Total 542.28

Employee Signature _____

Date _____

Principal/Supervisor _____

Date _____

Superintendent Signature _____

Date _____