

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 6/14/22



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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:**    6/2/22

**To:**        Corrina Guardipee-Hall  
              Browning Public Schools

**From:**    Jennifer LaFromboise-Wagner  
**Title:**     BHS Principal

**Subject:** **In State Travel: Dual Enrollment Summit 2021-202**

**Description:** Request approval for Jennifer Wagner and Kari McKay to attend the Dual Enrollment Summit in Missoula, MT 6/20/21 & 6/21/22.

**Financial Impact:** \$ 591.26 ea

**Funding Source (Budget/grant, etc.):** 226.60.150.2410.582

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

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

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

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



UNIVERSITY OF MONTANA

# DUAL ENROLLMENT SUMMIT

[Dual Enrollment Summit](#)

[Agenda](#)

[Presenters](#)

[Lodging](#)

## AGENDA

### DAY 1: MONDAY, JUNE 20, 2022

TIME	EVENT	LOCATION
12:00 - 12:30 pm	Registration and Check-in	300 Hallway
12:30 - 12:45 pm	Welcome - President Seth Bodnar	Room 340
12:45 - 1:15pm	General Session - State of Dual Enrollment Jacque Treaster, Director of Dual Enrollment & Career & Technical Education, for the office of the Commissioner of Higher Education	Room 340
1:15 - 2:15pm	Panel Discussion - Bronc Fast-Track Program Grace Gardner, Director of Academic Affairs Missoula College; Jordan Patterson, Director of Dual Enrollment Missoula College; Ben Nelson, Dual Enrollment Specialist Missoula College, Beth Terzo, High School Counselor, Frenchtown High School	Room 340

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<b>2:15 - 3:15 pm</b>	Break	300 Hallway
<b>2:30 - 3:30pm Breakout Sessions</b>	Bringing the College to Dual Enrollment Students Lewis Jackson, Dual Enrollment Coordinator Helena College & Stephanie Hunthausen, Director of K-12 Partnerships Helena College	Room 338
	Partnering for Student Success: Strategies and Resources for Math Dual Enrollment Lauren Fern, Assistant Professor Missoula College	Room 339
	School to Work – How does that Work? Bernie Phelps, Director of Dual Enrollment Montana Tech & Kinsley Rafish, Montana Tech	Room 340
<b>3:45 - 5:00pm</b>	Networking Social	300 Hallway

## DAY 2: TUESDAY, JUNE 21, 2022

<b>TIME</b>	<b>EVENT</b>	<b>Location</b>
<b>8:00 - 9:00am</b>	Networking Breakfast & Registration Check-in	300 Hallway
<b>9:00 - 10:00am</b>	General Session - The Unique Relationship Between City College and the Career Center: Promoting and Growing CTE Dual Enrollment Kailli Payne, Director of Dual Enrollment City College & Amanda Peitz, High School Counselor at the Career Center	Room 340
<b>10:00 - 11:00am Breakout Sessions</b>	DE as a Bridge to Future Education and Careers Leanne Deschamps, Florence Carlton Schools English	Room 338
	What is Reach Higher Montana and How Can We Help You? Kelly Cresswell, Reach Higher Montana	Room 339
	Dual Enrollment 101: A Crash Course on MT Dual Enrollment Programs Beth Romain, Program Director, Running Start & Shelley Eberhardy, Academic Coordinator, Running Start	Room 340

<b>11:00 - 11:15am</b>	Transition Break	
<b>11:10am - 12:00pm</b>	General Session - UM Summer and OCHE Julie Cahill, Director of UM Summer, University of Montana; Becka Simons, Associate Director of UM Summer; Travis Anderson, Office of the Commissioner of Higher Education	Room 340
<b>12:00 - 1:20pm</b>	Keynote Luncheon Amy Williams, Executive Director at the National Alliance of Concurrent Enrollment Partnerships (NACEP)	Room 340
<b>1:20 - 1:30pm</b>	Transition Break	
<b>1:30 - 2:30pm Breakout Sessions</b>	Job Site Ready: Rapid Training Micro-Credential Program for Construction Career Education Katherine Lechman, Program Coordinator, ELCS University of Montana	Room 338
	The Co-Requisite Model: New Approaches to Remedial Education in College Level Courses Jessica Dougherty-McMichael, Department Chair Missoula College	Room 339
	Career Readiness Certified Clinical Medical Assisting: High School Opportunities Michelle Boller, Department Chair Missoula College	Room 340
<b>2:30 - 2:45pm</b>	Break	300 Hallway
<b>2:45 - 3:45pm</b>	General Session - Mental Health Trends in Education	Room 340
<b>3:45 - 4:00pm</b>	Closing & Farewell Tom Gallagher, Dean of Missoula College	Room 340

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

**Employee Name** Sample Travel Request  
**Building** Browning High School

**Employee #** \_\_\_\_\_  
**Substitute Name** NA

**LEAVE REPORT**

<b><u>Date of Leave</u></b>	<b><u>Hours</u></b>	<b><u>Type of Leave</u></b>
<u>6/20/22 thru 6/21/22</u>	<u>16 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** Dual Enrollment Summit **(Attach Brochure/Agenda)**

**Location** Missoula MT

**Departure Date** 6/20/22

**Return Date** 6/21/22

**Departure Time** 8:00 am

**Return Time** 9:00 pm

**Transportation:**       Personal Vehicle  
 District Vehicle  
 Professional Development

**Mileage**  $408 \times .585 \div 2 = \$119.34$   
**Per Diem** 2 Day @ \$36.00 = \$ 72.00  
 **Registration PO#** \_\_\_\_\_ = \$75.00  
 **Hotel PO#** \_\_\_\_\_ = \$324.92  
 **Other PO#** \_\_\_\_\_ = \$ 0.  
 **Other PO#** \_\_\_\_\_ = \$ 0.

**Sub Total \$591.26**

**Budget** 226.60.150.2410.582 (100%) \$191.24  
(            %)

**Check Total \$191.24**

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

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

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