

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 9/27/18



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: 9/17/18

To: **Corrina Guardipee-Hall** **From** John Salois & Dennis Juneau
 Superintendent Title: BHS and BMS Principals

Subject: Approval of BMS & BHS GEAR UP Staff to attend GEAR UP West Meeting

Justification: As a State GEAR UP School, we are planning to attend the GEAR UP West meeting. This conference will be in Boise, Idaho on October 14th – 16th, 2018 (with travel dates including the 13th). All GEAR UP staff (Melanie Magee, Nathan Stone and Cinnamon Crawford) will be attending.

Financial Impact: All expenses will be paid for by State GEAR UP. The only cost to the District (out of middle and high school budgets per administrator approval) will be the difference between the State and BPS Per Diem rates which will be approximately \$106 per person x 3 staff or \$318 which will impact the following school budgets as noted in the leave slips.

Funding Source (Budget/grant, etc.): Montana GEAR UP

Attachment(s): Travel Request/Conference Agenda

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

Comments: _____

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



Sunday, October 14, 2018

12:00pm – 6:00pm:
Registration Desk Open

1:00pm – 4:30pm:
Pre-Conference Session
Trauma-Informed Schools and Classrooms: What Youth Serving Adults Need to Know

5:00pm – 6:30pm:
Welcome Dinner
Greg Sommers
Lead Facilitator, The Core Project

6:30pm–8:00pm:
VIP Reception
(Invitation Only)

Monday, October 15, 2018

7:00am - 3:00pm:
Registration Desk Open

7:30am - 8:45am:
Networking Breakfast
Kaitlin Roig-DeBellis
Founder and ED, Classes 4 Classes

9:00am - 10:15am:
G UW Breakout Sessions

9:00am - 11:45am
G UW Director's Meeting

10:15am - 10:30am:
Break

10:30am - 11:45am:
G UW Breakout Sessions

12:00pm - 1:30pm:
Keynote Luncheon
Dr. Aaron Thompson
Executive Vice President, Kentucky
Council on Postsecondary Education

1:45pm - 3:00pm:
G UW Breakout Sessions

3:00pm - 3:15pm:
Break

3:00pm - 5:00pm:
Campus Visits to BSU or CWI
(Pre-registration Required, Space Limited)

3:15pm - 4:30pm:
G UW Breakout Sessions

4:30pm - 6:00pm:
Networking Reception
Hors d'Oeuvres Dinner and Passport
Challenge

Tuesday, October 16, 2018

7:00am - 3:00pm:
Registration Desk Open

7:30am - 8:45am:
Networking Breakfast
Michael Benitez Jr.
Dean of Diversity and Inclusion,
University of Puget Sound

9:00am - 10:15am:
G UW Breakout Sessions
***Advanced Opportunities Sessions**

10:15am - 10:30am:
Break

10:30am - 11:45am:
G UW Breakout Sessions
***Advanced Opportunities Sessions**

12:00pm - 1:30pm:
Keynote Luncheon
Zuriel Oduwole
Teenage Advocate and Film Maker

1:45pm - 3:00pm:
***Advanced Opportunities Plenary**

3:00pm - 5:00pm:
***Idaho Dual Credit 20 Years
Celebration**

Note: On Tuesday, professionals working with Idaho's Advanced Opportunities program will join GEAR UP West for all general sessions. Breakout sessions specific to the Advanced Opportunities program will be labeled on the app and with an "*" in this schedule.

GEAR UP WEST

GEAR UP West is a collaborative regional conference for college access practitioners from ten western states. Attendees include GEAR UP and other college access program staff, evaluators, higher education professionals, and middle and high school teachers, counselors, and administrators. All those working to help low-income and underrepresented students prepare for and succeed in college are welcome to attend.



IDAHO ADVANCED OPPORTUNITIES CONFERENCE

This year, Idaho Advanced Opportunities is joining GEAR UP West! Advanced Opportunities is an Idaho exclusive program and this year's sessions are focused on equipping secondary and post-secondary educators with the most current best practices and supports surrounding academic advising, student readiness, and career/college program expansion.

Registrants will be notified once the agenda is finalized and session choices can be made at that time.

DETAILS

WHEN

Sunday, October 14, 2018 - Tuesday, October 16, 2018

1:00 PM - 4:30 PM

Mountain Time

WHERE

Boise Centre on the Grove

850 W Front St

Boise, Idaho 83702

USA

PLANNER

[Jean Hilton](#)

CONFERENCE AT-A-GLANCE

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

Employee Name Cinnamon Crawford
Building Browning High School

Employee #**13667**
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>10/15 - 10/16/18</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 GEAR UP West Meeting **(Attach Brochure/Agenda)**

Location Boise, ID

Departure Date 10/13/18

Return Date 10/16/18

Departure Time 10:00 a.m.

Return Time 11:00 p.m.

Transportation: Personal Vehicle Mileage _____ = \$ 0

District Vehicle Per Diem LIS \$12+3DOS \$42+ BOS \$18 + 2LOS \$30 = \$216.00

Professional Development

Registration PO# _____ = \$ 0

Hotel PO# _____ = \$ 0

Other PO# _____ Airfare = \$ 0

Other PO# _____ Luggage = \$ 0

Shuttle is reimbursable only with receipt

Sub Total \$216.00

Budget 226-60-150-2120-582 (100%) \$216.00

Check Total \$216.00

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Melanie Magee
Building Browning Middle/High School

Employee #13667
Substitute Name NA

LEAVE REPORT

Date of Leave 10/15 - 10/16/18 Hours 16 hrs Type of Leave 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, 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 GEAR UP West Meeting (Attach Brochure/Agenda)

Location Boise, ID

Departure Date 10/13/18

Return Date 10/16/18

Departure Time 10:00 a.m.

Return Time 11:00 p.m.

Transportation: Personal Vehicle Mileage _____ = \$ 0
 District Vehicle Per Diem LIS \$12+3DOS \$42+ BOS \$18 + 2LOS \$30 = \$216.00
 Professional Development

Registration PO# _____ = \$ 0

Hotel PO# _____ = \$ 0

Other PO# _____ Airfare = \$ 0

Other PO# _____ Luggage = \$ 0

Shuttle is reimbursable only with receipt

Sub Total \$216.00

Budget 126-60-130-1700-582 (50%) \$108.00
226-60-150-2120-582 (50%) \$108.00

Check Total \$216.00

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____

Date _____