

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/30/2026



Recognition: <input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
Information: <input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
Action: <input type="checkbox"/> Resignations	<input type="checkbox"/> Hiring	<input type="checkbox"/> Contract Service Agreements
<input type="checkbox"/> Travel Out-of-State	<input checked="" type="checkbox"/> Travel In State	<input type="checkbox"/> Approvals
<input type="checkbox"/> Termination	<input type="checkbox"/> Legal Matters	<input type="checkbox"/> Other:
This action request pertains to	<input type="checkbox"/> Elementary (only)	<input checked="" type="checkbox"/> High School/District Wide

Date: June 14, 2026

To: Rebecca Rappold
Superintendent of Schools

From: Cinnamon Salway
Title: Prevention/Wellness Director

Subject: In State Travel: Identity Inc. Wellness Retreat

Description: Requesting approval for in-state travel to attend the Identity Inc. Wellness Retreat. The topics are Renew-reconnect and Recharge.

Financial Impact: \$594.00

Funding Source (Budget/grant, etc.): 226.77.160.2213.528

Attachment(s): PD/Agenda

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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

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

Employee Name Cinnamon Crawford
Building Buffalo Hide Academy

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>6/22/26-6/24/26</u>	<u>30 hrs</u>	<u>SR Leave</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 Agenda, Name, Location TRAVEL REQUEST. (If receiving payment for EX/SR leave please fill out entire form completely)**

Conference/Workshop Identity Inc. Wellness Retreat (Attach Brochure/Agenda)

Location: Emigrant, MT

Departure Date 6/22/26

Return Date 6/24/26

Departure Time 7:00 am

Return Time 8:00 pm

Transportation: Personal Vehicle

Mileage 630 @ \$0.70 = \$441.00

District Vehicle

Per Diem 3day @\$51= \$153.00

Professional Development

Registration PO# _____ =\$ Hotel PO# _____

_____ =\$ Other _____

PO# _____ Airfare _____ =\$ _____

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage Sub Total **\$594.00**

Check Total \$594.00

Budget 226.77.160.2213.582 (100%) \$558.08

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

**Application for Professional Development
Opportunity**

Browning Public Schools 2025 - 2026

The goal of staff development is to improve achievement for Browning School students. Ideally, staff development should be sustained, intensive, of high quality, and involve as many staff and ultimately children as possible. Therefore, all staff members requesting professional development assistance are required to provide the following information:

Name Cinnamon Crawford Job Title Prevention Coordinator

Describe the type of professional development you are requesting. Include subject, area concentration, dates and follow-up activities.

Identity Inc will be hosting an in-person Cultural Wellness Retreat, June 22-24. Nationally recognized speakers, networking opportunities, Topic Cafes with area experts and our scientific community partners, attendees will obtain tools necessary for an effective Wellness Program. Below are some topics:

1. *Physical Health: Health Promotion and Disease Prevention*
2. *Social & Emotional Health*
- 3.4. *Spiritual Well-being*
5. *Art, Culture and Language Preservation: Strength Healthy Tribal Cultures*

Describe how this professional development activity will “improve (your) knowledge and skills, classroom instruction and student achievement.”

Professional development topics

1. *Physical Health: Health Promotion and Disease Prevention*
2. *Social & Emotional Health*
4. *Spiritual Well-being*
5. *Art, Culture and Language Presevariontion: Strength Healthy Tribal Cultures*

Describe how this professional development activity is tied to the goals of the District’s Consolidated Plan/Strategic Plan or your building’s School-wide Plan.

The Browning Public School currently has a Stratigic Plan for 2025-2030, The goal for the Strategic Plan is to formalize the district's cultural healing and wellness program, and its outcome to increase the district staff and studens' access to opportunities that will help them balance their health and wellbeing.

If the request requires out of district training, outline your plan to share what you have learned with other staff members and include a timeline.

The information and knowledge will be shared with staff during extended (1) Wednesday of every month. and student asemblies

If this request involves use of funds, please attach the appropriate school district requisition and/or leave/travel request with itemized expenses. Out of District travel requests are due 2-weeks in advance. Out of State requests are due 30-days in advance. All travel must be approved by the Principal/Director and Supervisor. Both must be approved by the Board.

Signature

Date

YOU MATTER. YOUR WELLNESS MATTERS.

Wellness RETREAT

RENEW • RECONNECT • RECHARGE

Three days to relax, recharge and reconnect with yourself, each other and what matters most.

WELLNESS
MIND
BODY
HEART
SPIRIT



MONDAY *Take A Breath*

SLOW DOWN. BREATHE. BE PRESENT.



2:00pm – 4:00pm
Retreat Check-In &
Cabin Assignment



4:00 – 5:00pm
Wellness Activities
• Fly Fishing • Roping
• Nature Walks • Relaxation Stations



5:00 – 5:30pm
Healthy Hors D'oeuvres
& Live Music



5:30 – 6:00pm
Welcome Ceremony &
Retreat Orientation



6:00 – 7:00pm
Community
Welcome Dinner



7:00 – 8:00pm
Opening Session: Take a Breath
• Mindfulness & Stress Reduction
• Guided Breathing Exercises
• Reflection & Intention Setting



8:00pm
Evening Reflection &
Campfire Gathering



TUESDAY *Try Hard, Do Your Best*

GROW. CHALLENGE. THRIVE.



6:45 – 8:00am
Continental Breakfast



7:00 – 8:00am
Sunrise Yoga, Hike or Labyrinth



8:00 – 9:00am
Breakfast in Lodge



9:00am – 12:00pm
Interactive Workshops
• Building Resilience
• Work-Life Balance
• Effective Communication
• Goal Setting & Personal Growth



12:30 – 1:30pm
Healthy Lunch



1:30 – 4:30pm
Choose One:
Golf • Archery • Painting
Team-Building Activities



4:30 – 5:30pm
Personal Time & Relaxation



5:30 – 6:30pm
Reflection Session:
"Celebrating Progress,
Not Perfection"
• Small Group Discussions
• Gratitude Practice
• Share & Inspire



6:30 – 8:00pm
Family-Style Dinner



8:00pm
Fireside Leadership Chat
• Inspiring Stories
• Lessons Learned
• Open Discussion



WEDNESDAY *Heart*

CONNECT. GRATITUDE. LEAD WITH HEART.



6:45 – 8:00am
Continental Breakfast



7:00 – 8:00am
Sunrise Yoga, Gratitude Walk
or Labyrinth Reflection
Guided Meditation



8:00 – 9:00am
Breakfast in Lodge



9:00am
Cabin Check-Out



9:00 – 11:00am
Heart Session:
Leading with Compassion
• Gratitude Circle
• Appreciating Colleagues
• Wellness Action Planning
• Closing Ceremony



11:00am
Depart for Home

*Don't forget to grab a
Sack Lunch to go!*

Take a Breath.
Try Hard.
Lead with Heart.

West Creek Ranch LLC
2457 Old Yellowstone Trail SE
Emigrant, MT 59027

TAKE-HOME WELLNESS PACKAGE



Sack Lunch



Wellness Journal



Self-Care Resource Guide



Personal Wellness Commitment Card



Hydration Reminder

RENEW • RECONNECT • RECHARGE