



To: Dr. Charles Johns
Board of Education

From: Mr. Cameron Muir
Dr. Barbara Georges
Mr. Ed Solis
Mr. Jason Markey

Date: June 13, 2022

Re: Request of Approval for Professional Leave Expenses – Teaching, Learning, and Coaching Conference

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$17,690 as presented.

Background

In keeping with Board Policy 6040, the Board of Education has established a maximum allowable amount for prepaid expenses and reimbursement for travel, meal and lodging expenses to an amount not to exceed \$5,000 aggregate or have more than six attendees per professional leave trip. In the event that a trip's expenses exceed the per trip aggregate cost, the Board of Education is required to approve the expenses by a roll call vote at an open meeting.

The Business Services department has implemented a process where they are notified if there is a desired trip that exceeds the \$5,000 aggregate threshold. In response to the request, a formal memo is drafted and information is presented to the Board of Education for consideration prior to any expenses being incurred by the District.

Attached is a professional leave opportunity summary that is being submitted for consideration.

Request of Approval for Professional Leave Expenses

Name of Event	Dates and Location of Event
Teaching, Learning, Coaching Conference	San Antonio, Texas October 2-4, 2022

Overview and Description of Event

The 2022 Teaching, Learning, Coaching Conference will bring together instructional coaches, administrators, and teachers from across the globe to discuss instructional coaching, teaching, and learning.

Rationale for Attending Event

More than 30 educational experts and practitioners will lead keynote presentations and learning sessions focused on high-impact teaching strategies, proven instructional coaching practices, and system change strategies for creating high-performance schools.

Outcomes

At the 2022 Teaching, Learning, Coaching Conference educators will use Jim Knight's extensive research base to explore their roles as both a teacher and a learner and examine the impact they have on students through the lens of self-improvement and growth. This event will provide an interactive venue for educators to share best practices; make connections; discuss trends, needs, and breakthroughs; and visualize the future of schools that are committed to a shared goal of excellent instruction, every day, for every student. This particular conference gathers coaches and administrators from across North America and is unique in its opportunity for coaches to discuss and share their practices with others within the same roles.

The conference will assist our instructional coaches and administrative team when working with teachers on their own specific and unique professional development plan. The interactions and sharing of practices with other instructional coaches will enhance what we presently do and will help inform new ways of working with our own staff.

Our instructional coaching and administrative teams continue to build their own knowledge in order to enhance the instructional coaching programs at GBS and GBN. As GBN builds their instructional coaching programs, this provides the opportunity for collaboration around research-based instructional practices in real time for the benefit of the district. With more knowledge of the interactions between strategies, processes, and ways to interact with teachers around their professional development, the

expected outcome from attending this professional conference is improved student learning across the school.

Possible Alternatives Considered

There are other professional learning experiences offered by various agencies that relate to instructional coaching, but are not specific to it. These include national organizations such as Learning Forward and the Association for Supervision and Curriculum Development, but these organizations rarely support conferences solely dedicated to instructional coaching and needs specific to this role.

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Yes, one class per instructional coach.	
<i>Registration: \$595 / person - each gets unique access</i>	\$699	\$6,990
<i>Lodging:</i>	\$460	\$4,600
<i>Meals:</i>	\$60	\$600
<i>Vehicle Expense:</i>	\$60	\$600
<i>Airfare Expense:</i>	\$450	\$4,500
<i>Other: Mileage/train/parking estimate</i>	\$50	\$500
Total Cost	\$1,779	\$17,790

Please indicate N/A in an expense category if it is not applicable to this trip.

Employees and Building Attending	Employees and Building Attending (Continued)
<ul style="list-style-type: none"> ● Jason Markey - GBN ● Barbara Georges - GBS ● Cameron Muir - GBS ● Ed Solis - GBN ● Matthew Bertke - GBS 	<ul style="list-style-type: none"> ● Sharon Sheehan - GBS ● Robert LeBlanc - GBN ● Kerry Galson - GBN ● Marshall Harris - GBS ● Caitlin Reichert - GBS

