



To: Dr. Charles Johns
Board of Education

From: Mr. Markey
Dr. Rosanne Williamson
Mr. Brad Swanson

Date: July 12, 2021

Re: Request of Approval for Professional Leave Expenses - Mental Health First Aid Trainer Certification

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$ 6400 as presented.

Background

In keeping with Board Policy 2060, 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 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
Mental Health First Aid Trainer Certification	August 2021 Virtual

Overview and Description of Event
<p>GBN is requesting approval to train two of our staff members in becoming certified to teach the Mental Health First Aid (MHFA) training course to students at GBN beginning next fall. This is a weeklong professional development experience an individual needs to complete in order to become certified in the curriculum. A description of MHFA includes the following: <i>“Youth Mental Health First Aid is designed to teach parents, family members, caregivers, teachers, school staff, peers, neighbors, health and human services workers, and other caring citizens how to help an adolescent (age 12-18) who is experiencing a mental health or addictions challenge or is in crisis. Youth Mental Health First Aid is primarily designed for adults who regularly interact with young people. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a 5 step action plan for how to help young people in both crisis and non-crisis situations. Topics covered include anxiety, depression, substance use, disorders in which psychosis may occur, disruptive behavior disorders (including AD/HD) and eating disorders.”</i></p>

Rationale for Attending Event
<p>The District would need to fund the training costs for two GBN employees, and these staff members, once certified, will be able to train GBN students on MHFA for years to come. This will ultimately save the District money by relying on staff members that are certified to teach this curriculum, rather than needing to contract for services from outside trainers. There are very few individuals certified to train teens in MHFA which limits our ability to secure trainers at a reasonable cost.</p>

Outcomes
<p>Once Kirby Tripple and Christy Hemesath complete this MHFA training this summer, they will be certified to teach this curriculum to GBN students beginning in the fall. They will continue to train new students to GBN in subsequent years. Our goal is to train 100% of our students in MHFA over the next two years, training new students to our school community on an annual basis. Educating our students on topics</p>

pertaining to mental health and how to engage in supportive conversations with peers and appropriate ways to refer others for support will provide a common language that can be used and referred to when needed.

Possible Alternatives Considered

In order to teach the MHFA curriculum, one must go through the national MHFA council to become certified. There are no other alternatives to consider in order to obtain this training.

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	No	
<i>Registration:</i>	\$3200	\$6400
<i>Lodging:</i>	n/a	n/a
<i>Meals:</i>	n/a	n/a
<i>Vehicle Expense:</i>	n/a	n/a
<i>Airfare Expense:</i>	n/a	n/a
<i>Other:</i>	n/a	n/a
Total Cost	\$3200	\$6400

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

Employees and Building Attending

- Glenbrook North:
- Kirby Tripple
 - Christy Hemesath

Supervisor Approval

Eric Etherton
Lauren Bonner