



To: Dr. Charles Johns
Board of Education

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

Date: September 27, 2021

Re: Request of Approval for Professional Leave Expenses – Jo Boaler One-Day Session (online)

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$4760 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 Heterogeneous Groups: A one-day Intensive	May 2, 2022 (virtual)

Overview and Description of Event
<p>This workshop will examine research-based ways to teach mathematics to groups of students that are heterogenous, or “mixed ability,” a description that fits all classrooms. The session will include:</p> <ul style="list-style-type: none"> ● consideration of the different options available to schools and teachers, and the ways they work in classrooms ● learning from teachers who work with heterogeneous groups in schools without mathematics “tracks” ● videos illustrating successful approaches ● interaction with other teachers planning and implementing these approaches

Rationale for Attending Event
<p>Those attending this workshop will broaden their knowledge of researched-based methods for teaching mathematics classes. The instructional coaches attending will support mathematics classrooms as well as use the knowledge learn to support classrooms in other disciplines.</p>

Outcomes
<p>Teachers will benefit from the sessions attended and bring back new ideas for their classrooms. There will also be learning for the entire school that stems from the shared experiences.</p>

Possible Alternatives Considered
<p>This is the most cost-effective means to participate in this high quality speaker in that it will be a virtual experience. There will be no travel costs for reimbursement.</p>

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Glenbrook South will need about four	

	subs. I.S. and Instr. Coaches each need coverage for a couple sections.	
<i>Registration: \$595 / person - each gets unique access</i>	8 staff @ \$595	\$4760.00
<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: Mileage/train/parking estimate</i>	N/A	N/A
Total Cost		\$4760.00

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"> ● Phil Gartner ● Sharon Sheehan ● Karly Sachs ● Larissa Hanson ● Lauren Sutherlin 	<ul style="list-style-type: none"> ● Caitlin Reichert ● Matt Bertke ● Marshall Harris

Supervisor Approval
Phil Gartner