



To: Dr. Charles Johns
Board of Education

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

Date: February 13, 2023

Re: Request of Approval for Professional Leave Expenses -Du Page Valley
Social Studies Conference

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$500.

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 or has more than six attendees, the Board of Education is required to approve the expenses by a roll call vote at an open meeting.

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
DuPage Valley Social Studies Conference	March 3, 2023 - Aurora, IL

Overview and Description of Event
<p>The annual DVSSC conference is a premier conference in northern Illinois. It's a one day event with speakers from scores of regional colleges and universities providing incredibly relevant content and pedagogical sessions on high school social studies topics. Attendees go to four 50 minute sessions and the registration cost includes boxed lunch. It's an extraordinarily high-value P.D. event.</p>

Rationale for Attending Event
<p>Teachers have the opportunity to connect with other social studies educators from northern Illinois and gain excellent professional development that expands their knowledge-base and informs their professional practice.</p>

Dissemination Plan
<p>Teachers who attend the national conference bring back resources and ideas to enhance curriculum and instruction in our courses. They also make valuable connections with other professionals who become resources for materials, lessons, and opportunities for our students. Topics invariably include Civics and Illinois state mandates. The specific dissemination plan for this P.D. will involve a platform and share-out session during the next subsequent School Improvement Day meeting that is devoted to departmental time. At GBN that will fall on March 9 or March 16. At GBS this will be April 6. Instructional Supervisors will meet with participants beforehand to plan the best dissemination format, be it whole department and / or in course specific teams. Additionally, we commonly create shared Google drive folders where materials gathered from P.D. conferences are stored for whole department use.</p>

Possible Alternatives Considered
None

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Yes	

<i>Registration:</i>	\$50	\$500
<i>Lodging:</i>	n/a	n/a
<i>Meals:</i>	n/a	n/a
<i>Vehicle Expense:</i>		TBD
<i>Airfare Expense:</i>	NA	NA
<i>Other:</i>	n/a	n/a
Total Cost	\$500	TBD (mileage)

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

*Related Substitute Costs: 27 Hours @ \$28.50/Hour = \$769.50

Employees and Building Attending	Employees and Building Attending
Glenbrook South: <ul style="list-style-type: none"> ● David Berkson ● Kaitlin Budny ● Kelly Corcoles ● Daniel Hicks ● Raymond Lara ● John Meyer ● Nicholas Morley 	Glenbrook North: <ul style="list-style-type: none"> ● Robert Gallivan ● Katrina Leblanc ● Scott Williams

Supervisor Approval
Jeannie Logan Scott Williams