



To: Dr. Mike Riggle
Board of Education

From: Dr. John Finan
Dr. Lauren Fagel

Date: October 22, 2018

Re: Request of Approval for Professional Leave Expenses - National Council for History Education Annual Conference

Recommendation

It is recommended that the Board of Education approve the request for estimated professional leave expenses in the amount of \$5775 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
National Council for History Education Annual Conference	March 14-16, 2019 Washington, D.C.

Overview and Description of Event

NCHE is a national organization that promotes historical literacy and the teaching of history. The annual NCHE conference brings together teachers, professional historians, and university faculty for 3 days to share recent scholarship, research, and professional practice in the field of history and history education. The conference offers an opportunity for educators to gain new learning in their content area and collaborate with educators across the country to refresh their teaching strategies. Attendees can choose presentations by researchers and practitioners, receive classroom-ready resources, interact with well-known speakers, share teaching strategies and solutions with peers, and discover the latest teaching products and services.

Rationale for Attending Event

Teachers have the opportunity to connect with historians and educators around the country to learn about current scholarship in the field of history and most effective and innovative teaching strategies, so that students gain the benefit of the most up-to-date approaches, as well as relevant, engaging, and intellectually rigorous curriculum. The breakout sessions offer a number of opportunities for teachers to gain valuable resources and instructional strategies to bring back to their classes and students. There will also be teachers from GBS who may be presenting during these breakout sessions.

Outcomes

Teachers who attend the national conference bring back resources and ideas to enhance curriculum and instruction in our courses. Many of these resources have been created and curated by university faculty, and provide our students with access to rich scholarly material. Teachers also make valuable connections with other professionals who become resources for materials, lessons, and opportunities for our students. Last year, a national speaker on Japanese internment gave a presentation at GBS. This connection was made through a previous NCHE event.

Possible Alternatives Considered

NCHE as a professional organization focuses primarily on the study and teaching of history, and therefore is unique in its focus on promoting historical thinking and current scholarship. The opportunity to interact directly with university faculty and professional historians is a key advantage of attending this conference, as well as the abundance of offerings on a variety of topics.

	Per Person Cost	Total Cost
<i>Substitute(s) Required?</i>	Yes	
<i>Registration:</i>	\$280	\$1960
<i>Lodging:</i>	\$225 per person for two nights	\$1575
<i>Meals:</i>	n/a	
<i>Vehicle Expense:</i>	n/a	
<i>Airfare Expense:</i>	\$300 round trip from Chicago to Washington	\$2100
<i>Other:</i>	Cab fare to/from airport to conference site: \$20	\$140
Total Cost	\$825	\$5775

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"> Glenbrook South: Kaitlin Budny, Jeannie Logan, Stacy Flannery, Ryan Kinsella, Daniel Rhoades, and Matt Whipple 	<ul style="list-style-type: none"> Glenbrook North: Scott Williams

Supervisor Approval	Principal
Jeannie Logan & Scott Williams	Dr. John Finan Dr. Lauren Fagel