

TAB 19 – Employee Travel

Item:

- 19.1 1 Year Moratorium reduce \$197,673
- 19.2 Reduce Travel Budget by \$25,000
- 19.3 Reduce Travel Budget by \$157,000

Analysis

A detailed listing of employee travel (excluding in district mileage) by department/division and purpose is attached. All travel expenditures are operating budget expenditures unless indicated otherwise in the note section of the document.

Conferences

Department	Division	Conference	Budget	Purpose/Use	Note
Board of Education			1,500	Conference attendance	Not required
Superintendent	Superintendent		6,000	MSAN Governing Board	Not required
Superintendent	Chief of Staff		1,800	One conference per year	Not required
Superintendent	Legal Services		585	Continuing education requirement	Required
Superintendent	Public Information		1,000	JQ Washington Legislative trip; WI School Public Relations annual conference - professional development at the	Not required
Superintendent	PCR		2,000	Staff, student and Board of Education attendance at the MSAN student, teacher and annual conferences	
Superintendent	Govt Programs		6,000	Title 1	Grant
Business Services	Building Serv		9,800	Training/Certification	
Business Services	Technical Serv		5,000	Training/Certification	
Business Services	Transportation		1,500		
Business Services	Finance		3,000		
Business Services	Asst Superintendent		2,638		
Elementary Schools			11,214	Allocated to schools and central office to give principals and the school planner opportunities to attend conferences.	
Secondary Schools	Asst Supt - Secondary		20,912	Professional development at national and state conferences such as annual WI Athletic Directors, WI School Counselors, National Staff Development, National Assoc of Secondary School Principal, National Assoc of Middle School Principals	
Secondary Schools	Middle, High Schools		10,541	Professional development at national and state conferences such as annual WI Athletic Directors, WI School Counselors, National Staff Development, National Assoc of Secondary School Principal, National Assoc of Middle School Principals	
Human Resources			19,575	Departmental out-of-district employee travel - stay current of HR practices	
Human Resources			31,230	Recruitment travel	
Educ Services				No operating budget expenditures	
Teaching/Learning	Title VII-Indian Education		1,170		Federal grant
Teaching/Learning	Reading Recovery		3,914	Teacher leaders are required to attend professional development	
Teaching/Learning	Fine Arts		1,496	Attendance at professional learning opportunities for the coordinator including the Kennedy Center Partnership with Overture	

Conferences

Teaching/Learning	Reading/Language Arts	10,000	Professional development so leaders can stay on the cutting edge and bring promising research-based practices to the district.
Teaching/Learning	Mathematics	15,000	Professional development so leaders can stay on the cutting edge and bring promising research-based practices to the district.
Teaching/Learning	Technology & Learning	2,394	Professional development so leaders can stay on the cutting edge and bring promising research-based practices to the district.
Teaching/Learning	Science, Environ Ed	6,000	Professional development so leaders can stay on the cutting edge and bring promising research-based practices to the district.
Teaching/Learning	Foreign Language	1,522	Professional development so leaders can stay on the cutting edge and bring promising research-based practices to the district.
Student Services	Student Services	2,082	Allows staff to attend one conference per year
Student Services	Health Services	2,020	Allows coordinator and other appropriate staff to attend conference on ADA/504 rules
Student Services	Alternative Programs	625	Allows director to attend one conference per year
Student Services	Alternative Programs	208	Allows Shabazz staff to attend one conference, typically Service Learning conference
Student Services	Alternative Programs	2,498	Allows staff at Affiliated Alternatives to attend Accelerated Schools Conference and other conferences
Student Services	Research & Evaluation	1,200	GIS Conferences, Statistics courses at UW-Madison
Student Services	Research & Evaluation	3,500	Info Systems conferences, meetings; Programming courses - mostly MATC for web applications
Student Services	Research & Evaluation	2,500	AP curriculum development training