

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 4/24/19



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other:
This action request pertains to Elementary (only) High School/District Wide

Date: 4/16/19

To: **Board of Trustees**
 Browning Public Schools

From: Billie Jo Juneau
Title: Principal

Subject: **Out of State Travel: Lincoln Electric CWB Instructor Training**

Description: Request approval for Ben Steele to attend training at the Lincoln Electric Training Center in Reno, NV May 15, 16, & 17, 2019. The Carl Perkins Grant requires that a portion of the grant be used for teacher training and inservice.

Financial Impact: \$ 2,964.84

Funding Source (Budget/grant, etc.): 215.60.451.1700.582.479 Carl Perkins Grant

Attachment(s): Agenda/Travel Request

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____



Cutting Systems

CAD Training

Welcome to Torchmate® CAD Training
Your One Stop Guide to Torchmate CAD



FabricationForum.com
CAD Tutorials



Live Seminar
Registration



Training
Calendar

CAD Training Options

Lincoln Electric Cutting Systems has numerous training options available to help you learn Torchmate CAD. Torchmate CAD is our own software that allows you to design parts and art for your cutting table to cut out. Here is a list of the training options available:

1. **CAD Manual with Search** - One easy way to find exactly what you are looking for is to utilize the CAD manual! This manual is a fully searchable database that will allow you to pull up the section of the manual you need simply by searching for the topic you are looking for. This will give you an article with screenshots of examples on how to make each feature of the Torchmate CAD system work.
2. **Live CAD Seminar Recordings** - We have taken a complete recording of our in house CAD training seminar and made it available via streaming video for you to watch at any time that is convenient for you. This is a great way to get a complete session on how to take full advantage of the Torchmate CAD program. While training in person is usually the most effective, viewing this training seminar from the comfort of your home is an excellent way to get started becoming proficient at the software.
3. **Torchmate University** - This program is broken down into CAD and machine operation sections. These short videos cover popular topics in an easy to follow style that lets you get quick information on topics you may have questions about. There's no better way to get a quick handle on how to run your table than Torchmate University!
4. **FabricationForum.com** - This forum is a casual gathering of fellow Torchmate owners and fabricators. It's the #1 way to get a quick question answered! Your fellow owners and fabricators browse the site looking for inspiration and new build projects while enjoying the fun community. Stop by and register so when you have a question, help is only a quick forum post away!
5. **Live Seminar Registration** - One of the best ways to get quickly up to speed on the Torchmate CAD software is to attend one of our training classes at our Reno, NV facility. These interactive training classes cover Torchmate CAD along with table operation. You'll be surrounded by other Torchmate owners for great collaboration and the relaxed and fun teaching style will have you at ease with your new machine faster than you thought possible. Sign up today and get trained in the best way possible!
6. **Training Calendar** - Check out our calendar of events including our training classes and Livestream dates!



TM Operations Training _ □ ×

★ Beginner TMCAD and Operations Training
🕒 Schedule
✔ Ok

TM Operations Training

Starting on Wednesday, May 15, 2019

This course is geared around the TMCAD software along with Torchmate machine operation. It is a hands-on, project-based course that covers the major functions of the software along with some of its features. You will cut your projects on the demo machines to understand the workflow from TMCAD to the Visual Machine Designer software. Friday is an optional, supervised open workshop to create a personal project that you can output on the demo machines or save for your personal machine.



BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Ben Steele

Employee # _____

Building BROWNING HIGH SCHOOL

Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>5/15-18/19</u>	<u>24</u>	<u>SR</u>
_____	_____	_____

Employee Signature _____ **Date** _____

Approved; Condition upon the specific leave being available for the specific employee **Not Approved**

Principal/Supervisor _____ **Date** _____

TYPE OF LEAVE

- | | | |
|--|------------------------------------|-------------------------------|
| AN Annual | PL Personal Leave | ALWO Approved Leave W/O Pay |
| SL Sick Leave | JD Jury Duty (attach verification) | ULWO Unapproved Leave w/o Pay |
| *EX/SR Extra-Curricular/School Related | NG National Guard | SWP Suspended w/Pay |
| | FN Funeral _____ | SWOP Suspended w/o Pay |
- (Master Contract Relationship)*

***If taking School Related/Extra-Curricular Leave only, In or Out of District, you MUST list Conference Name/Location**

TRAVEL REQUEST (If receiving payment for EX/SR leave please fill out entire form completely)

Conference/Workshop Lincoln Electric Training Center Attach Brochure/Agenda

Location Reno, NV.

Departure Date 5/14/19

Return Date 5/18/19

Departure Time 8:00 a.m.

Return Time 7:00 p.m.

Transportation: Personal Vehicle **Mileage** 198 @ .58=\$114.84
 District Vehicle **Per Diem** 5 Dys@\$90 =\$450.00
 Professional Development

Registration PO# = \$800.00
 Hotel PO# = \$650.00
 Other PO# Airline = \$550.00
 Other PO# Rental = \$400.00

Sub Total \$2,964.84

Budget 215.60.451.1700.582.479 (100%) \$564.840

Check Total **\$564.84**

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ **Date** _____