

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 9/30/24



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignations 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: 9/26/24

To: Rebecca Rappold
 Superintendent

From: Jennifer Wagner
Title: Asst. Superintendent

Subject: In State Travel: State Golf Tournament 2024-2025

Description: Request travel to attend State Golf Tournament in Polson, MT 10/3/24 thru 10/5/24.

Financial Impact: \$797.92

Funding Source (Budget/grant, etc.): 126 / .90.160.2320.582 (75/25%)

Attachment(s): Schedule/Travel Request

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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



Athletics for the week of:
Sept. 16 - Sept 28

Golf

Monday Sept. 16	4-6pm	Practice
Tuesday, Sept. 17	4-6pm	Practice
Wednesday, Sept. 18	4-6pm	Practice
Thursday, Sept. 19	4-6pm	Practice
Friday, Sept. 20	4-6pm	Practice
Saturday, Sept. 21	10am	@ Hamilton Invitational
Monday, Sept. 23	4-6pm	Practice
Tuesday, Sept. 24	4-6pm	Practice
Wednesday, Sept. 25	10am	Pep Rally
Thursday, Sept. 26	Divisional	@ Anaconda/ Old Works GC
Friday, Sept. 27	Divisional	@ Anaconda/ Old Works GC
Saturday, Sept 28	Divisional	@ Anaconda/ Old Works GC
Thursday, Oct 3	State	@ Polson
Friday, Oct 4	State	@ Polson
Saturday, Oct 5	State	@ Polson

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Jennifer LaFromboise Wagner
Building Administration

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>10/3, 10/4, & 10/5, 2024</u>	<u>16</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 State Golf Tournament Attach Brochure/Agenda

Location Polson, MT

Departure Date 10/3/24

Return Date 10/5/24

Departure Time 7:00 am

Return Time 10:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 276 x .67 = \$184.92

Per Diem 3 days @ \$51 = \$153.00

Registration _____ PO# _____ = \$ 0
 Hotel _____ PO# _____ = \$460.00
 Other _____ PO# Airfare = \$ 0
 Other _____ PO# _____ = \$ 0

Sub Total \$797.02

Budget 126.90.160.2320.582 (100%) \$253.44
226.90.160.2320.582 (100%) \$ 84.48

Check Total \$337.92

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____