

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 10/10/17



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: 10/2/17

To: **Corrina Guardipee-Hall**
 Superintendent of Schools

From: Stacy Edwards
Title: Business Office Manager

Subject: **Purchase over \$5,000**

Justification (District Goals): Board of Trustees Policy #7320 calls for board approval of any purchases over \$5,000.

Financial Impact: See below

Funding Source (Budget/grant, etc.): Identified below

Attachment(s): Purchases orders and quotes

PO#24777 Breen Oil \$11,406.78 Transportation - Propane Fuel for Buses

Comments: _____

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

Bill To:**BROWNING PUBLIC SCHOOLS**PO Box 610
Browning, MT 59417-0610

To:	
Vendor	7833
PHONE	(406) 466-2575
FAX	() -
BREEN OIL & TIRE COMPANY	
P. O. BOX 10	
505 MAIN AVENUE SOUTH	
CHOTEAU, MT. 59422	

Notes

Requisition #:27917

Approved by: WAYNE, STACY, BOARD

PURCHASE ORDER**PO #:** 24777

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Date Issued 10/03/17

Ship To:
BROWNING SCHOOLS TRANSPORTATIO
102 EAST BOUNDARY STREET
BROWNING, MT. 59417
406-338-5952

Ship Via
Requested by TERI
Approved by WAYNE
Orgn. Transportation

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
164907	Propane fuel for buses	1.000		11406.7800	11406.78
126- 96-167-2710-610	8555.08				
226- 96-167-2710-610	2851.70				
Total					11406.78

INSTRUCTIONS TO SUPPLIER

1. Please furnish above order less any educational discounts.
2. This P.O. will be voided if not shipped within 60 days of order date.
3. Purchase order number must appear on all documents and packages.
4. Ship all merchandise F.O.B. "Ship To" address. Prepay and bill shipping charges.
5. Do not mail invoices to "Ship To" address.
6. Do not attach invoice to carton containing merchandise.