

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 10/29/19



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**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

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**Date:**      October 23, 2019

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

**From:** Corrina Guardipee-Hall  
**Title:**    Superintendent

**Subject: Out of State Travel: Blackfoot Confederacy Honoring & Cultural Exchange**

**Description:** Request travel for Robert Hall and Everett Armstrong to attend the Blackfoot Confederacy's Honoring and Cultural Exchange along with BPS Immersion student Keyson McNealy at the Smithsonian Museum in Washington, D.C. The meetings start on November 13 and the ceremonies/tours start on November 15 and conclude November 17, 2019.

**Financial Impact: \*School Related Leave Only.**

**Funding Source (Budget/grant, etc.):** N/A

**Attachment(s):** Agenda/Travel Request

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    ☒ N/A (Info)    ☐ Approved    ☐ Denied    ☐ Tabled to: \_\_\_\_\_



**EXECUTIVE COMMITTEE**  
Timothy Davis, Chairman  
Iliff "Scott" Kipp, Vice-Chairman  
Stacey Keller, Secretary  
Tinsuwella Bird Rattler, Treasurer

## **BLACKFEET NATION**

P.O. BOX 850 BROWNING, MONTANA 59417  
(406) 338-7521 FAX (406) 338-7530

### **BLACKFEET TRIBAL BUSINESS COUNCIL**

Timothy Davis  
Rodney Gervais  
Mark Pollock  
Vera Weaselhead  
Terry J. Tatsey  
Stacey Keller  
Carl D. Kipp  
Iliff "Scott" Kipp, Sr.  
Roland Kennerly, Jr.

October 1, 2019

Here is the tentative agenda for the Washington DC Trip November 12 - 18, 2019:

Tuesday, Nov. 12: Fly from Great Falls to DC

Wednesday, Nov. 13: Water Meetings  
Reception at the National Museum of the American  
Indian 6:00 pm - 7:30 pm

Thursday, Nov. 14: National Mammal/Buffalo Event - All Day

Friday, Nov. 15: Site visit to the and private tour of Museum

Saturday, Nov. 16: NMAI Blackfeet Festival - in front of Museum & Capitol - All Day

Sunday, Nov. 17: NMAI Blackfeet Festival - in front of Museum & Capitol - All Day

Monday, Nov. 18: Fly from DC to Great Falls

Please contact my office if you have any questions.

James

BROWNING PUBLIC SCHOOLS  
Leave Report/Travel Request

Employee Name Robert Hall  
Building Native American Studies/Blackfeet Language

Employee #  
Substitute Name NA

**LEAVE REPORT**

| <u>Date of Leave</u>        | <u>Hours</u>                | <u>Type of Leave</u>        |
|-----------------------------|-----------------------------|-----------------------------|
| <u>11/11/19 - 11/18/19</u>  | <u>40</u>                   | <u>SR.</u>                  |
| <u>                    </u> | <u>                    </u> | <u>                    </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 Blackfoot Confederacy's Honoring and Cultural Exchange (Attach Brochure/Agenda)

Location Washington, D.C.

Departure Date 11/12/19

Return Date 11/18/19

Departure Time 6:00 a.m.

Return Time 8:00 p.m.

Transportation: ☒ Personal Vehicle  
☐ District Vehicle  
☐ Professional Development

Mileage \_\_\_\_\_ =\$ 0.00  
Per Diem \_\_\_\_\_ =\$ 0.00

☐ Registration PO# \_\_\_\_\_ =\$ 0.00  
☐ Hotel PO# \_\_\_\_\_ =\$ 0.00  
☐ Other PO# Airfare \_\_\_\_\_ =\$ 0.00  
☐ Other PO# Luggage \_\_\_\_\_ =\$ 0.00

Sub Total \$ 0.00

Budget \_\_\_\_\_ (75 %) \$ 0.00  
                    \_\_\_\_\_ (25 %) \$ 0.00

**Check Total \$ 0.00**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_

BROWNING PUBLIC SCHOOLS  
Leave Report/Travel Request

Employee Name Everett Armstrong  
Building Administration

Employee #  
Substitute Name NA

**LEAVE REPORT**

| <u>Date of Leave</u>        | <u>Hours</u>                | <u>Type of Leave</u>        |
|-----------------------------|-----------------------------|-----------------------------|
| <u>11/14/19 - 11/18/19</u>  | <u>24</u>                   | <u>SR.</u>                  |
| <u>                    </u> | <u>                    </u> | <u>                    </u> |

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

**TYPE OF LEAVE**

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|  | 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 Blackfoot Confederacy's Honoring and Cultural Exchange (Attach Brochure/Agenda)

Location Washington, D.C.

Departure Date 11/14/19

Return Date 11/18/19

Departure Time 8:00 a.m.

Return Time 4:00 p.m.

Transportation: ☒ Personal Vehicle  
☐ District Vehicle  
☐ Professional Development

Mileage \_\_\_\_\_ =\$ 0.00  
Per Diem \_\_\_\_\_ =\$ 0.00

☐ Registration PO# \_\_\_\_\_ =\$ 0.00  
☐ Hotel PO# \_\_\_\_\_ =\$ 0.00  
☐ Other PO# Airfare \_\_\_\_\_ =\$ 0.00  
☐ Other PO# Luggage \_\_\_\_\_ =\$ 0.00

Sub Total \$ 0.00

Budget \_\_\_\_\_ (75 %) \$ 0.00  
                    \_\_\_\_\_ (25 %) \$ 0.00

**Check Total \$ 0.00**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_