### Browning Public Schools Board Agenda Request Meeting To Be Held: February 28, 2024



Recogniti	on: Students	Staff		Parents		
Informati	on: 📃 Building Report	Old Bu	siness	Superintendent's Report		
Action:	Resignation	Hiring		Contract Service Agreements		
	Travel Out-of-State	X Travel	In State	Approvals		
	Termination	Legal N	Aatters	Other:		
	This action request pertains to	Elemen	tary (only)	High School/District Wide		
Date:	2/22/22					
	<u>Corrina Guardipee-Hall</u> Superintendent			<u>/ Sinclair</u> man Resources Director		
Subject: In State Travel: U of M Educator's Career Fair 2023-2024						
<b>Description:</b> Request travel to attend University of Montana Educator's Career Fair March 28, 2024 in Missoula, MT.						
Financial Impact: \$689.36						
Funding Source (Budget/grant, etc.): 126 / 226.90.160.2316.582 (75/25%)						
Attachment(s): Travel Request/Agenda						
Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)						
Comments:						
Board Action: N/A (Info) Approved Denied Tabled to:						

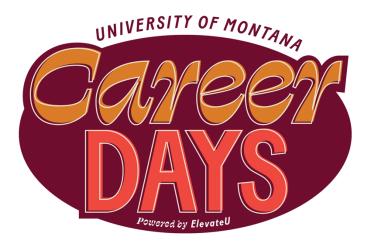
# ATTEND CAREER FAIRS AND EVENTS

Experiential Learning and Career Success is excited to host Career Fairs and events, in-person this academic year. Students can access the Career Fair registration area in Handshake. Attend these Career Fairs to connect with employers who are offering jobs, internships, and experiential learning opportunities. Explore our service events to help your community and explore your interests.



## CAREER DAYS

University of Montana Career Days is a dynamic and inclusive series designed to empower students with the knowledge, skills, and opportunities needed to kickstart their professional journeys. This multifaceted event series strives to unite students from diverse academic backgrounds under a common banner of career development and community engagement.



#### HIRE GRIZ! SPRING CAREER FAIR | MARCH 28, 2024

The Experiential Learning and Career Success Center invites you to the University of Montana Hire Griz Spring Career Fair on Thursday, March 28th, 2024! This is a great opportunity for students and employers to connect about full-time professional career opportunities in all industries.

All UM students are invited to attend this event. Students nearing graduation are highly encouraged to attend. UM alumni are also welcome and invited to participate in this event.

This fair is an opportunity for employers to recruit fresh University of Montana talent. It is intended for employers and organizations in all industries recruiting for postgraduation, full-time employment. Registration for this fair opens on January 29, 2024 and closes on March 15, 2024. Registration can be completed on <u>Handshake</u>.

#### **Details:**

When: March 28, 2024, 11 am - 1 pm Where: University Center Ballroom, 32 Campus Drive, Missoula Montana Hosted by Experiential Learning & Career Success (ELCS)

#### BROWNING PUBLIC SCHOOLS Leave Report/Travel Request

Employee Name Sample Travel Reques	<u>t</u> Er	nployee #			
Building Administration	Su	Substitute Name <u>NA</u>			
LEAVE REPORT					
Date of Leave	Hours	Type of Leave			
March 27-28, 2024	12 hrs	SR			
Employee Signature	D:	Date			
Approved; Condition upon the spe Principal/Supervisor	•	ecific employee 🗌 Not Approved ate			
TYPE OF LEAVE					
AN Annual	PL Personal Leave	ALWO Approved Leave W/O Pay			
SL Sick Leave	ULWO Unapproved Leave w/o Pay				
*EX/SR Extra-Curricular/School Related	NG National Guard FN Funeral	SWP Suspended w/Pay SWOP Suspended w/o Pay			
	(Master Contract Relationship)	Swor Suspended w/o ray			
*If taking School Related/Extra-Curricula	ar Leave only, In or Out of District, y	ou MUST list Conference			
Name/Location					
TRAVEL REQUEST (If receiving pa					
<b>Conference/Workshop</b> <u>U of M Educa</u>	ttor's Career Fair (Attach Brochure/A	Agenda)			
Location Missoula, MT					
Departure Date <u>3/27/24</u>	Return Date _ 3/28/2	eturn Date 3/28/24			
Departure Time 2:00 pm	Return Time 7:00pm				
Transportation: Rersonal Ve		Mileage 408 @ .67 =\$273.36			
District Veh	nicle <b>Per Diem</b> 1 dinne	r(a) \$20.00 & 1 day (a) \$51 = \$71.00			
	l Development				
	· _	ation_PO# =\$175.00			
		O# =\$170.00			
	Other F				
	Other P				
		<b>Sub Total</b> <u>\$689.36</u>			
Budget <u>126.90.160.2316.582</u> (75%) S	\$258.27	Check Total <u>\$344.36</u>			
226.90.166.2316.582 (25 %) 5					
Employee Signature		Data			
Employee Signature		Date			
Principal/Supervisor		Date			
Superintendent Signature		Date			