

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 10/12/21



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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:**    10/5/21

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

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

**Subject: In State Travel: Divisional Volleyball Tournament 2021-2022**

**Description:** Request travel to attend the Divisional Volleyball Tournament in Ronan, MT Nov. 4-6, 2021 as the Administrator in charge.

**Financial Impact: \$392.68**

**Funding Source (Budget/grant, etc.):** 126/226.90.160.2320.582

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

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

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

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

**MONTANA HIGH SCHOOL ASSOCIATION  
CALENDAR FOR INTERSCHOLASTIC ACTIVITIES  
2021 - 2022**

Nov 202

Three Season Calendar

August 12	First Date for Practice in Golf – Classes AA and A
August 13	First Date for Practice in Football, Cross Country, Volleyball and Soccer – All Classes
August 14	First Date for Golf Competition – Classes AA and A (if required practices are held)
August 26	First Date for Competition in Football, Cross Country, Volleyball and Soccer - All Classes (if required practices are held)
September 1	Deadline for Registration for Speech and Drama
September 6	Labor Day
September 20-25	Divisional Golf Tournaments – Classes AA and A
September 27-Oct 2	State Golf Tournaments – Classes AA and A
October 1	First Date for Interscholastic Speech and Drama Meets
October 11-16	First Round Soccer Playoffs – Class A
<b>October 19</b>	<b>First Round Soccer Playoffs – Class AA</b>
<b>October 23</b>	<b>Quarter-final Soccer Playoffs – Class AA</b>
October 20-22	All-State Band, Orchestra and Chorus Festival ( <i>subject to confirmation</i> )
October 20-22	MCEL Convention ( <i>subject to confirmation</i> )
October 21-22	Teachers Convention ( <i>subject to confirmation</i> )
October 18-23	Semi-final Soccer Playoffs – Class A
October 23	State Cross Country Meet
<b>October 26</b>	<b>Semi-final Soccer Playoffs – Class AA</b>
October 28-30	District Volleyball Tournaments – Classes B and C
October 28-30	State Championship Soccer Games – Class A
October 29-30	First Round Football Playoffs - Classes AA, A, B, 8-Player and 6-Player
October 30	State Championship Soccer Games – Class AA
<b>November 4-6</b>	<b>Divisional Volleyball Tournaments – All Classes</b>
November 5-6	Quarter Final Football Playoffs – Classes AA, A, B, 8-Player and 6-Player
November 11-13	State Volleyball Tournaments – All Classes
November 12-13	Semi-final Football Playoffs – Class AA
November 13	Semi-final Football Playoffs – Classes A, B, 8-Player and 6-Player
November 18	First Date for Practice in Basketball, Swimming and Wrestling – All Classes
November 19-20	State Championship Football Game – Class AA
November 20	State Championship Football Games – Classes A, B, 8-Player and 6-Player
November 25	Thanksgiving
December 3	First Date for Competition in Basketball, Swimming and Wrestling – All Classes (if required practices are held)
January 17	MHSA Annual Meeting
January 21-22	Divisional Speech and Drama Meets – Classes A and B-C
January 28-29	State Speech and Drama Meets – All Classes
February 4-5	Seeding/Divisional Wrestling Tournaments – All Classes
February 11-12	State Swim Meet
February 11-12	State Wrestling Tournaments – All Classes

<u>Post Season BB</u>	<u>Class C</u>	<u>Class B</u>	<u>Class A</u>	<u>Class AA</u>
February 14-19	Combined District	Combined District		
February 21-26	Combined Divisional (EC, NC, SC, WC)	Boys' Divisional (NB) or Combined Divisional (WB)	Combined Divisional	
March 3-5		Girls' Div. (NB) or Combined Div. (SB)		Combined Divisional
March 10-12	Girls' & Boys' State (9-12)	Girls' & Boys' State	Girls' & Boys' State (9-12)	Girls' & Boys' State

March 14	First Date for Practice in Softball, Track & Field, and Tennis – All Classes
March 14	First Date for Practice in Golf – Classes B and C
March 16	First Date for Competition in Golf – Classes B and C (if required practices are held)
March 25	First Date for Competition in Softball, Track & Field, and Tennis - All Classes (if required practices are held)
March 29	District Music Festival – 9 [large groups] ( <i>subject to change</i> )
<b>April 4</b>	<b>District Music Festival – 9 [solos and ensembles] (<i>subject to change</i>)</b>
April 7-9	District Music Festival – 6 ( <i>subject to change</i> )
April 8-9	District Music Festivals – 1, 5, 8, 11, 13 ( <i>subject to change</i> )
April 17	Easter
April 21-23	District Music Festivals – 2, 4, 7, 10, 12 ( <i>subject to change</i> )
April 29-30	State Powerlifting Championships
May 1	Last Date to Request New Activity Assignment
May 6-7	State Solo and Ensemble Festivals
<b>May 9-14</b>	<b>Divisional Golf Tournaments – Class B and C</b>
May 9-14	District Track & Field Meets – Classes B and C
May 9-14	Divisional Tennis Tournaments – Class B-C
May 16-21	State Golf Tournaments – Classes B and C
May 16-21	Divisional Softball Tournaments – Classes A and B-C
May 16-21	Divisional Track & Field Meets – All Classes
May 16-21	Divisional Tennis Tournaments – Classes AA and A
May 16-21	State Tennis Tournaments – Class B-C
May 23-28	State Tennis Tournaments – Classes AA and A
May 26-28	State Softball Tournaments – All Classes
<b>May 27-28</b>	<b>State Track &amp; Field Meets – All Classes (AA-A) (B-C)</b>

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

Employee Name Corrina Guardipee-Hall  
 Building Administration

Employee # \_\_\_\_\_  
 Substitute Name NA

**LEAVE REPORT**

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>11/4-6/21</u>	<u>18 hrs</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 Divisional Volleyball Game (Attach Brochure/Agenda)

Location Ronan, MT

Departure Date 11/4/21

Return Date 11/6/21

Departure Time 2:00 pm

Return Time 10:00 pm

Transportation:       Personal Vehicle  
 District Vehicle  
 Professional Development

Mileage 153 x .56 = \$ 85.68

Per Diem 2 days \$72 + \$15D = \$ 87.00

<input type="checkbox"/> Registration PO#	= \$ 0.
<input checked="" type="checkbox"/> Hotel PO#	= \$220.00
<input checked="" type="checkbox"/> Other PO#	= \$
<input type="checkbox"/> Other PO#	= \$ 0.

**Sub Total \$392.68**

Budget 126/226.90.160.2320.582 ( %) \$172.68

**Check Total \$172.68**

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

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

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