

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 1/25/17



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: 1/17/17

To: **John Rouse**
 Superintendent

From: John Salois
Title: High School Principal

Subject: In State Travel: Divisional Basketball Tournament

Description: Request to attend the Divisional Girls/Boys Basketball Tournament in Billings, MT February 22-25, 2017.

Financial Impact: \$662.11

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budget for respective building/program/grant as applicable.

Attachment(s):

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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

BHS Girls Basketball 2016/2017 Schedule

Tuesday November 15, 2016 - Parent Meeting 5:30 pm

Thursday November 17, 2016 – 1st Day of Practice

Saturday December 3, 2016 Freshmen Shelby 11:00 am

Friday December 9, 2016 @ Tip Off in Missoula Varsity

Friday December 9, 2016 @ Native American Classic in Havre JV

Saturday December 10, 2016 @ Tip Off In Missoula Varsity

Saturday December 10, 2016 @ Native American Classic in Havre JV

Tuesday December 13, 2016 @ Columbia Falls Freshmen 3:30 pm

Friday December 16, 2016 @ Livingston FR 4:30 pm, JV 3:00 pm, V 6:00 pm

Saturday December 17, 2016 @ Belgrade FR 12:30 pm, JV 11:00 am, V 2:00 pm

Monday December 19, 2016 @ Whitefish Freshmen 4:00 pm

Tuesday December 20, 2016 Shelby JV 3:00 pm, V 6:00 pm

Wednesday December 21, 2016 @ Fairfield JV 1:00 pm, V 4:00 pm

Tuesday January 3, 2017 Cut Bank Freshmen 4:00 pm

Friday January 6, 2017 Cut Bank JV 3:30 pm, V 6:30 pm

Saturday January 7, 2017 @ Conrad JV 1:00 pm, V 4:00 pm

Monday January 9, 2017 @ Conrad Freshmen 4:00 pm

Friday January 13, 2017 @ Havre FR 4:00 pm, JV 5:30 pm, V 7:00 pm

Saturday January 14, 2017 Lewistown FR 2:00 pm, JV 3:30 pm, V 5:00 pm

Tuesday January 17, 2017 Columbia Falls Freshmen 3:30 pm

Friday January 20, 2017 Livingston FR 4:30 pm, JV 3:00 pm, V 6:00 pm

Saturday January 21, 2017 Belgrade FR 12:30 pm, JV 11:00 am, V 2:00 pm

Monday January 23, 2017 @ Shelby Freshmen 5:30 pm

Friday January 27, 2017 @ Shelby JV 3:00 pm, V 6:00 pm

Saturday January 28, 2017 Fairfield JV 1:00 pm, V 4:00 pm

Monday January 30, 2017 Conrad Freshmen 4:00 pm

Friday February 3, 2017 @ Cut Bank JV 3:00 pm, V 6:00 pm

Saturday February 4, 2017 Conrad JV 1:00 pm, V 4:00 pm

Monday February 6, 2017 @ Cut Bank Freshmen 4:30 pm

Saturday February 11, 2017 @ Lewistown FR 3:00 pm, JV 4:30 pm V 6:00 pm

Friday February 17, 2017 Whitefish Freshmen 3:30 pm

Saturday February 18, 2017 Havre FR 2:00 pm, JV 3:30 pm, V 5:00 pm (Special Guest Night)

Wednesday February 22, 2017 Divisional @ Billings Metra

Thursday February 23, 2017 Divisional @ Billings Metra

Friday February 24, 2017 Divisional @ Billings Metra

Saturday February 25, 2017 Divisional @ Billings Metra

Thursday March 2, 2017 State @ Butte Civic Center

Friday March 3, 2017 State @ Butte Civic Center

Saturday March 4, 2017 State @ Butte Civic Center

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Friday March 10, 2017 State @ Butte Civic Center

Saturday March 11, 2017 State @ Butte Civic Center

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

Employee Name John Salois
Building Browning High School

Employee #
Substitute Name na

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>2/22-25/17</u>	<u>9/8/7</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 BBB/GBB Divisional Tournaments (Attach Brochure/Agenda)

Location Billings, MT

Departure Date 2/22/16

Return Date 2/25/16

Departure Time 8:00 AM

Return Time 12:00 Midnight

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 692 ÷ 2 @ .535 = \$185.11

Per Diem 3 Days @ \$35 + \$12L + \$15D = \$132.00

Registration PO# _____ = \$ - 0 -
 Hotel PO# _____ = \$345.00
 Other PO# _____ = \$ - 0 -
 Other PO# _____ = \$ - 0 -

Sub Total \$662.11

Budget 226.60.150.2410.582.0000 (100 %) \$317.11
(30%)

Check Total \$317.11

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ **Date** _____