

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: March 7, 2023



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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:**    2/28/23

**To:**        Corrina Hall Guardipee  
                 Superintendent

**From:**    Tony Wagner  
                 Title:    Athletic Director

**Subject:** **In state travel: Western A Scheduling Meeting 2022-2023**

**Description:** Request travel to attend the Western A Scheduling meeting in Whitefish on March 22 and 23, 2023.

**Financial Impact:** \$423.83

**Funding Source (Budget/grant, etc.):** 226-60-720-3586-582

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

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

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

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



Tony Wagner <tonyw@bps.k12.mt.us>

**Western A Scheduling Meeting March 15-16, 2023**

2 messages

Aric Harris <harrisa@whitefishschools.org> Mon, Jun 6, 2022 at 9:47 AM  
 To: Nik Rewerts <rewerts@libbyschools.org>, Kipp Lewis <kipplewis@ftbroncs.org>, Chad Petersen  
 <chadpetersen@gmail.com>, Shaun Murgel <smurgel@ehps.k12.mt.us>, Travis Blome <blomet@hsd3.org>, Ethan Bucarey  
 <ebucarey@polson.k12.mt.us>, tuckert@corvallis.k12, "bmyllymaki@BCHSMT.COM" <bmyllymaki@bchsmt.com>, Chance  
 Edman <edman@stevensville.k12.mt.us>, Mitchell Wassam <mitchell.wassam@ronank12.edu>, Troy Bowman  
 <t\_bowman@cfmthschools.net>, tonyw@bps.k12.mt.us  
 Cc: Kelly Kyle <kylek@whitefishschools.org>

Good Morning,

We have set up a block of rooms and a meeting room under Western A A.D. Meeting at TownePlace Suites by Marriott in Whitefish for the Western A Scheduling Meeting March 15-16, 2023. Room rate is \$109. Please book your room at your earliest convenience.

Thank you,

--  
 Aric Harris  
 Activities Director  
 Whitefish High School

WHS ACTIVITIES....*the other half of education.*

Please note that my email has changed from harrisa@wfps.k12.mt.us to harrisa@whitefishschools.org

Aric Harris <harrisa@whitefishschools.org> Mon, Jun 6, 2022 at 9:56 AM  
 To: Nik Rewerts <rewerts@libbyschools.org>, Kipp Lewis <kipplewis@ftbroncs.org>, Chad Petersen  
 <chadpetersen@gmail.com>, Shaun Murgel <smurgel@ehps.k12.mt.us>, Travis Blome <blomet@hsd3.org>, Ethan Bucarey  
 <ebucarey@polson.k12.mt.us>, tuckert@corvallis.k12, "bmyllymaki@BCHSMT.COM" <bmyllymaki@bchsmt.com>, Chance  
 Edman <edman@stevensville.k12.mt.us>, Mitchell Wassam <mitchell.wassam@ronank12.edu>, Troy Bowman  
 <t\_bowman@cfmthschools.net>, tonyw@bps.k12.mt.us, Eric Larson <larsone@stevensville.k12.mt.us>, Tyson Tucker  
 <tyson@corvallis.k12.mt.us>  
 Cc: Kelly Kyle <kylek@whitefishschools.org>

I apologize, the dates are March 22-23, 2023.  
 [Quoted text hidden]

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

**Employee Name** Tony Wagner  
**Building** BROWNING HIGH SCHOOL

**Employee #** \_\_\_\_\_  
**Substitute Name** \_\_\_\_\_

**LEAVE REPORT**

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>3/22-3/23/23</u>	<u>8.8</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**

- |   |   |                                      |
|---|---|--------------------------------------|
| <b>AN</b> Annual                              | <b>PL</b> Personal Leave                  | <b>ALWO</b> Approved Leave W/O Pay   |
| <b>SL</b> Sick Leave                          | <b>JD</b> Jury Duty (attach verification) | <b>ULWO</b> Unapproved Leave w/o Pay |
| <b>*EX/SR</b> Extra-Curricular/School Related | <b>NG</b> National Guard                  | <b>SWP</b> Suspended w/Pay           |
|   | <b>FN</b> Funeral _____                   | <b>SWOP</b> 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** Western A Scheduling Meeting **Attach Brochure/Agenda**

**Location** Whitefish

**Departure Date** 03/22/23

**Return Date** 03/23/23

**Departure Time** 8:00 am

**Return Time** 6:00 p.m.

**Transportation:**     Personal Vehicle  
 District Vehicle  
 Professional Development

**Mileage** 186 @ .665 = \$121.83  
**Per Diem** 2 days @ \$51.00 = \$102.00

**Registration** PO# \_\_\_\_\_ = \$ 0.00  
 **Hotel** PO# \_\_\_\_\_ = \$200.00  
 **Other** PO# Airline (estimate) \_\_\_\_\_ = \$ 0.00  
 **Other** PO# Baggage \_\_\_\_\_ = \$ 0.00

**Sub Total** 423.83

**Budget** 226.60.720.3500.582.0000 (100%) \$226.36

**Check Total** **\$223.83**

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

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

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