

Browning Public Schools
Board Agenda Request
Meeting to Be Held: March 5, 2024



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignations 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: 03/01/2024

To: Corrina Hall Guardipee
 Superintendent

From: Tony Wagner
 Title: Athletic Director

Subject: **In-State Travel: Western A Spring Scheduling Meeting 2024**

Description: Request travel to attend the Western A Spring Scheduling Meeting in Missoula, Montana, March 13 and 14, 2024.

Financial Impact: \$473.42

Funding Source (Budget/grant, etc.): 226-60-720-3500-615

Attachment(s): Travel Request/Agenda

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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

Western A Spring Scheduling Meeting

March 13th, 2023, 12:00 pm
Hilton Garden Inn Missoula, MT

Wednesday, March 13th - Noon

Thursday, March 14th - 8 AM

- I. Meeting called to order – Nik Rewerts
- II. Treasurer’s Report – Brock Myllymak
- III. Old Business
 - A. Minutes from Winter Meeting
 - a. [Western A Winter 2024 - Minutes](#)
 - B. Divisional Track – Aric Harris
 - C. Divisional Tennis NW Matt Porrovecchio/SW Chad Petersen
 - D. Divisional SB - Sean Dellwo
 - a. Thursday/Friday
 - E.
 - F.
 - G. State SB motel rooms - Nik Rewerts
- IV. New Business
 - A. Scheduling
 - i. Football
 - ii. VB
 - iii. Soc
 - iv. XC
 - v. Golf
 - vi. BB
 - vii. WR
 - viii. Track
 - ix. Tennis
 - x. Softball

**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>3/13 and 3/14/24</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

- | | | |
|---|---|--------------------------------------|
| <u>AN</u> Annual | PL Personal Leave | ALWO Approved Leave W/O Pay |
| <u>SL</u> 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 Western A Athletic Directors Meeting **Attach Brochure/Agenda**

Location Missoula, MT

Departure Date 03/13/24

Return Date 03/14/24

Departure Time 6:00 AM

Return Time 9:00 P.M.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 408 @ .67 = \$273.36

Per Diem 2 Days = \$102.00

Registration PO# _____ = \$ 0
 Hotel PO# _____ = \$280.06
 Other PO#Airline _____ = \$ 0
 Other PO#Parking _____ = \$ 0

Sub Total \$655.42

Budget 226.60.720.3500.582.0000 (100%) \$375.36

Check Total \$375.36

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ **Date** _____