

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 12/17/24



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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

Date: 12/11/24

To: Rebecca Rappold
 Superintendent

From: Kellen Hall
Title: Athletic Director

Subject: **In State Travel: Boys/Girls Basketball 2024-2025**

Description: Request travel to attend the GBB/BBB in Billings, MT 12/19/24 - 12/21/24

Financial Impact: \$ 978.00

Funding Source (Budget/grant, etc.): 226.60.720.3500.582

Attachment(s): Conference Agenda/Travel Request

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

Comments: _____

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

ate	Day	FR	JV	Varsity	Opponent	Site	Leave Time
12/6/24- 12/7/24	Thur Fri Sat		TBA		Native American Classic	Great Falls	
12/13/24	Fri			8:00pm	Butte Central	Frenchtown	
12/14/24	Sat			6:30pm	Hamilton	Frenchtown	
12/20/24	Fri			11:30pm	Lockwood	Lockwood	
12/21/24	Sat			11:30am	Billings Central	Lockwood	
1/4/25	Sat	1:00pm	2:30pm	4:00pm	East Helena	East Helena	
1/11/25	Sat	1:00pm	2:30pm	4:00pm	Havre	Havre	
1/16/25	Thur	4:15om	5:45pm	7:15om	Whitefish	Browning	
1/18/25	Sat	11:00am	12:30pm	3:30pm	Polson	Browning	
1/24/25	Fri	4:15pm	5:45pm	7:15pm	Big Fork	Big Fork	
1/25/25	Sat	12:30am	3:30pm	6:30pm	Ronan	Browning	
1/31/25	Fri	4:15pm	5:45pm	7:15pm	Columbia Falls	Columbia Falls	
2/1/25	Sat	1:00pm	2:30pm	5:00pm	Libby	Libby	
2/7/25	Fri	4:15pm	5:45pm	7:15pm	Whitefish	Whitefish	
2/8/25	Sat	11:00am	12:30pm	2:00pm	Polson	Polson	
2/11/25	Tue	4:15pm	5:45pm	7:15pm	Big Fork	Browning	
2/15/25	Sat	12:00pm	1:30pm	3:00pm	Ronan	Ronan	
2/21/25	Fri	3:15pm	4:45pm	6:15pm	Columbia Falls	Browning	
2/22/25	Sat	1:00pm	2:30pm	4:00pm	Libby	Browning	
		Play in Game					
		Play in Game					
3/6, 3/7, 3/8		BBB Divisional			Whitefish	Whitefish	
3/13, 3/14, 3/15		BBB State			Billings	Billings	

Girls BB Schedule

Date	Day	FR	JV	Varsity	Opponent	Site	Leave Time
12/6/24-12/7/24	Thur Fri Sat		TBA		Native American Classic	Great Falls	
12/13/24	Fri			6:30pm	Loyola	Frenchtown	
12/14/24	Sat			8:00pm	Hamilton	Frenchtown	
12/20/24	Fri			6:00pm	Lockwood	Lockwood	
12/21/24	Sat			10:00am	Billings Central	Lockwood	
1/4/25	Sat	1:00pm	2:30pm	4:00pm	East Helena	Browning	
1/11/25	Sat	1:00pm	2:30pm	4:00pm	Havre	Browning	
1/16/25	Thur	4:15om	5:45pm	7:15om	Whitefish	Whitefish	
1/18/25	Sat	11:00am	12:30pm	2:00pm	Polson	Browning	
1/24/25	Fri	3:15pm	4:45pm	6:15pm	Big Fork	Browning	
1/25/25	Sat	11:00am	2:00pm	5:30pm	Ronan	Browning	
1/31/25	Fri	3:15pm	4:45pm	6:15pm	Columbia Falls	Browning	
2/1/25	Sat	1:00pm	2:30pm	4:00pm	Libby	Libby	
2/8/25	Sat	11:00am	12:30pm	3:30pm	Polson	Polson	
2/11/25	Tue	3:15pm	5:45pm	7:15pm	Big Fork	Bigfork	
2/15/25	Sat	11:00pm	1:30pm	3:00pm	Ronan	Ronan	
2/18/25	Tue	4:15pm	5:45pm	7:15pm	Whitefish	Browning	
2/21/25	Fri	3:15pm	5:45pm	7:15pm	Columbia Falls	Columbia Falls	
2/22/25	Sat	1:00pm	2:30pm	5:30pm	Libby	Browning	
	Play in Game						
	Play in Game						
3/6, 3/7, 3/8	BBB Divisional				Whitefish	Whitefish	
3/13, 3/14, 3/15	BBB State				Billings	Billings	

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

Employee Name Kellen Hall
Building BROWNING HIGH SCHOOL

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>12/19-21/24</u>	<u>4,8,8</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

- | | | |
|--|------------------------------------|-------------------------------|
| 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 Boys Basketball/Girls Basketball **Attach Brochure/Agenda**

Location Billings, MT

Departure Date 12/19/24

Return Date 12/21/24

Departure Time 12:00 noon

Return Time 10:00 P.M.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 692 @ .67 = \$463.64

Per Diem 2 Days @ \$51 + \$20D = \$139.00

Registration PO# _____ = _____
 Hotel PO# _____ = \$375.36
 Other PO#Airline _____ = _____
 Other PO#Parking _____ = _____

Sub Total \$978.00

Budget 226.60.720.3500.582 (100%) \$602.64
(30%)

Check Total \$602.64

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____