

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 3/13/18



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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:**     3/6/18

**To:**        **Corrina Guardipee-Hall**  
              Browning Public Schools

**From:**   Jeri Matt  
**Title:**    Curriculum/Instruction Coordinator

**Subject:** **In State Travel - MIEA Conference**

**Description:** Request travel for Robert Hall (B/NAS Coordinator) to attend the 2018 37<sup>th</sup> Annual MIEA Conference in Billings April 4 – 6, 2018. The BPS Native American Studies teachers will also be attending this conference.

**Financial Impact:** \$ 583.57

**Funding Source (Budget/grant, etc.):** 126/226.90.413.2490.582

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

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

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

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



Montana Indian Education Association  
37<sup>th</sup> Annual Conference  
April 4th – 6th 2018 Billings, MT

## Schedule-At-A-Glance

	<b>Tuesday</b> April 3rd <b>Welcome Reception!</b>	<b>Wednesday</b> April 4th <b>Family Bingo!</b>	<b>Thursday</b> April 5th <b>Awards Banquet!</b>	<b>Friday</b> April 6th <b>Return Home!</b>
7:00 am		Registration Opens	7:00 a.m. Fun Walk Registration Opens	
8:00 am	Registration Opens (convention center)			
8:30 am		<u>1<sup>st</sup> General Session</u>	<u>2<sup>nd</sup> General Session</u>	<u>Round Table</u>
9:00 am	MIEA Board of Directors Meeting  Making Proud Choice Training Curriculum Training Start		<b>Dr. Joseph McGeshick</b> Teaching Pan-Indianism and American Indian Identities in the 21 <sup>st</sup> Century Classroom	
9:30 am		<b>Keynote Speaker</b> <b>Angela McLean</b>  Director of American Indian and Minority Achievement and K-12 partnerships in the Office of the Commissioner of Higher Education here in the State of Montana	<b>Keynote Speaker</b> <b>Reno Charette</b>  Extraordinary leader in Indian Country, Reno Is the current Director for the American Indian Out-Reach Center at Montana State University Billings	
10:30 am		MIEA Auction beings	MIEA Auction beings	
10:45 am		<u>Session 1 Workshops</u>	<u>Session 4 Workshops</u>	<b>Travel Home Safely!</b>
11:00 am			<b>10:45-12:00</b> Dakota Language “Voices of our Ancestors” Del First-& Students Fort Peck Community College	MIEA Board of Directors Meeting
12:00 pm	Vendors set up begins	<b>Elders Luncheon</b>		

1:00 pm	MILP Meeting MACIE Meeting		1:00-2:30 Nakoda Language Mike Turcotte	
			Fort Peck Community College	
1:30 pm		<u>Session 2 Workshops</u>	Registration Ends <u>Session 5 Workshops</u>	
3:00 pm		<u>Session 3 Workshops</u> Registration Ends 4:00 pm	<u>Session 6 Workshops</u>	
6:00 pm	Registration Closes <b>Welcome Reception!</b> Sponsored by Montana Planned Parenthood and MIEA	<b>Family Bingo!</b>	<b>Awards Banquet!</b> MIEA Auction Winners Announced	

BROWNING PUBLIC SCHOOLS

Leave Report/Travel Request

Employee Name Robert Hall

Employee #13839

Building Admin

Substitute Name NA

LEAVE REPORT

Date of Leave

4/3/18-4/6/18

Hours

32

Type of Leave

SR

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

SL Sick Leave

\*EX/SR Extra-Curricular/School Related

PL Personal Leave

JD Jury Duty (attach verification)

NG National Guard

FN Funeral \_\_\_\_\_

(Master Contract) Relationship)

ALWO Approved Leave W/O Pay

ULWO Unapproved Leave w/o Pay

SWP Suspended w/Pay

SWOP Suspended w/o Pay

\*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 MIEA conference (Attach Brochure/Agenda)

Location Billings, MT

Departure Date 4/3/18

Return Date 4/6/18

Departure Time 1:00 pm

Return Time 7:00 p.m.

Transportation: ☒ Personal Vehicle

Mileage 692 x .54 ÷ 2 = 188.57

☐ District Vehicle

Per Diem 3 days + \$15 D = 120.00

☐ Professional Development

☒ Registration \_\_\_\_\_ PO# \_\_\_\_\_ = 275.00

☐ Hotel \_\_\_\_\_ PO# \_\_\_\_\_ = - 0 -

☐ Other \_\_\_\_\_ PO# Airfare = - 0 -

☐ Other \_\_\_\_\_ PO# Luggage = - 0 -

Sub Total \$583.57

Budget 126.90.413.2490.582 (75%) \$231.43

226.90.413.2490.582 (25%) \$ 77.14

Check Total \$308.57

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

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

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