

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 5/11/21



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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:**    5/6/21

**To:**        **Corrina Guardipee-Hall ED.S.**  
                 Superintendent

**From:**   Everett Holm  
            Title:    Technology Director

**Subject:** **In state travel to the META Board of Directors Meeting**

**Description:** Request travel to attend the META Board of Directors Meeting in Helena, MT, Wednesday, May 12, 2021.

**Financial Impact:** \$419.65

**Funding Source (Budget/grant, etc.):** 126/226-78-162-2220-582

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

# META Board Reorganization Meeting

May 12, 2021  
9:00 AM - 12:00 PM



SAM Office or Join [SAM Zoom](#)

## **AGENDA**

**Call Meeting to order and Introductions** - Presiding – *Everett Holm*, META President

1. **Approval of** [META Board Leadership Web Meeting 4-14-21 DRAFT Minutes](#) [Action]

**Mega Issue Discussion** – META and Chief Technology Officer contributions to implementing strategies for school reopening for the 2021-22 school year

### **2. META Business**

1. Review of [META Strategic Plan 2019-23](#) Progress – *Everett Holm*
2. [META Financial Report FY 2020-21 with Approved FY 2021-22 Budget](#) – *Kirk Miller*
3. META Elections and Appointments Update – *Everett Holm*
  - META Region Directors elections
  - META Delegates for Delegate Assembly
4. META Project Updates – *META Project Leaders*
5. META Awards – [META Technologist of the Year](#), [META Empowered Superintendent of the Year](#), META Years of Service Pins – *Everett Holm & Brian Norwood*
6. [Membership](#) – *Kirk Miller*
7. Consideration of META Board Meetings 2021-22 ([Schedule](#)) [Action]
8. Consideration of META New Board Member Orientation – Date, Time and Format?
9. [SAM Administrators Institute 2021](#) – *Kirk Miller*
10. MASS/METAtechED Spring Conference 2022 – *Carol Phillips*

### **3. Reports**

1. President Report – *Everett Holm*
2. President Elect Report – *Carol Phillips*
3. Past President and CoSN State Chapter – *Brian Norwood*
4. South East – *Branson Rogers*
5. South Central – *Darlene Hess*
6. Central – *Adam Toombs & Scott Baldwin*
7. 4 Rivers – *Mindy Obert & Brad Somers*
8. Western – *Paul Kozlowitz*
9. Northwest – *Detlef Schlieper*
10. North Central – *Jeredene Mayfield & James Krippes*
11. Hi Line – *Robert Parker & Travis Baumann*
12. North East – *TBD*

4. **Advocacy Update** – *Rich Lawrence & Kirk Miller*
  1. [2021 Legislative Session](#)
  2. SAM Delegate Assembly 2021
  3. [Federal Issues](#) Update
5. **[Executive Director Report – SAM Update](#)** – *Kirk Miller*
6. **META Board Reorganization** ([2021-22 META Board of Directors Roster](#))
  1. Recognition of outgoing Board members
  2. Seating of new Board members
  3. Recognition of META President Everett Holm
  4. Keeping of the Gavel 2021-22 META President Everett Holm
7. **Open Discussion** - Items brought to the Board by Regional Directors
8. **Adjourn**

**META CALENDAR**

- [SAM 2020-21 Schedule of Conferences and Board Meetings](#) and [SAM Web Calendar](#)
- [2021-22 SAM Conference - Meeting DRAFT Schedule](#) and [2021-22 SAM and Affiliate Board Meeting DRAFT Schedule](#)

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

Employee Name Everett Holm

Employee #.

Building Technology

Substitute Name NA

**LEAVE REPORT**

**Date of Leave**

**Hours**

**Type of Leave**

5/11-12/2021

8

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 META meeting in Helena MT

Attach Brochure/Agenda

Location Helena, MT

Departure Date 9/11/21

Return Date 5/12/21

Departure Time 5:30 p.m.

Return Time 7:00 p.m.

Transportation: ☐ Personal Vehicle

Mileage 534 @.56 = \$299.04

☐ District Vehicle

Per Diem 1 day @\$36 = \$ 36.00

☐ Professional Development

Registration PO# \_\_\_\_\_ = 0.00

Hotel PO# \_\_\_\_\_ = 84.61

Other PO# \_\_\_\_\_ = 0.00

Sub Total 419.65

Budget 126.78.162.2220.0582 (75%) \$251.28

226.78.162.2220.0582 (25%) \$. 83.76

**Check Total \$ 335.04**

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_