

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 2/11/20



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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:**        2/3/20

**To:**            **Corrina Guardipee-Hall**  
                    Superintendent

**From:**        Melanie Magee  
                    Title:        Gear Up Coordinator

**Subject:**    **Out of State Travel: GEAR UP STEM**

**Justification:** Request School Related Leave for out of state travel for Marissa Krupa, Melanie Magee, Nathan Stone and 13 students to attend GEAR UP STEM in Portland, Corvallis and Eugene, Oregon. This group is part of our former WWAMI partnership with MSU. We have since expanded this from medical careers to STEM careers. There is no cost to the District as this trip will be paid for by BHS GEAR UP with special project monies based upon final state GEAR UP approval. The dates of the trip are from March 15-19, 2020.

**Funding Source (Budget/grant, etc.):** The total cost of the STEM Trip is \$21,396.79 which will be paid by BHS GU budget, contingent upon State office approval.

**Attachment(s):** Student and Chaperone List, Budget, Trip Itinerary

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

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

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

**Portland STEM Trip**  
**Sunday, March 15<sup>th</sup>, 2020 – Thursday, March 19<sup>th</sup>, 2020**

Airline Tickets 16 x \$600 (\$9,600)

Bus to Kalispell - 200 x 2 trips x \$2.75 = \$1,100

Other Transportation Costs = \$1671.51: \$1,060.56 (15 passenger van) + \$360.95 (mini van) + Parking \$250 (\$50 per day x 5 days)

Hotel = \$194.01 (includes Oregon taxes) x 7 rooms x 4 nights = \$5,432.28

Meals – Day 1 – ISL (\$9), DOS (\$23) = \$32 x 16 + 1 \$9 lunch for bus driver = \$521; Day 2 – Day 4 (\$50 x 3 days x 16p = \$2400); Day 5 \$13 OSB+ \$14 OSL +\$15ISD (\$42) x 16 = \$672. Total Meals = \$3,593.

**Total Cost of Trip - \$21,396.79**

GEAR UP Out of State Rates: \$13 Breakfast; \$14 Lunch; \$23 Dinner

**13 Students:** Alicia Archambault, Ashlee Bird, Taylee Bird Rattle-Morris, Tyson Bird Rattler, Kelsie Burns, Sequoia Butterfly, Maria Day Rider, Latasha Fitzgerald, Donna Kipp, Lane Longtime Sleeping, McKenna Magee, John Murray, Keenan Rides at the Door

**3 Chaperones:** Marissa Krupa, Melanie Magee, Nathan Stone

**Alternates:** Christopher Kipp, Matthew Higgins, Charles Pree, Payton Crossguns

**Daily Schedule**

**Sunday, March 15, 2020**

Leave BHS @ 9 am

Lunch 11:30 pm (Pre-Order Jimmy Johns?)

Airport Check-in at 12 pm

Arrive in Portland at 6:01 pm.

Rent Vans at Airport

Dinner

Evening Activity – TBD

**Monday, March 16, 2020**

Breakfast – 7 am

Portland State University – All Day Campus Visit (including lunch) 9am – 3pm

Dinner – 6pm

Evening Activity - TBD

Travel to Corvallis (1 hour, 19 mins away)

Check-in to Hotel

**Tuesday, March 17, 2020**

Breakfast 8 am

Oregon State University (Corvallis) 9 am – 3 pm  
Job Shadowing – Engineering, Medical Offices 4-5  
Dinner  
Drive to Eugene (50 minutes away)  
Check-in to Hotel  
Evening Activity - TBD

**Wednesday, March 18, 2020**

Breakfast 8 am  
University of Oregon (Eugene) 9 am – 3pm  
Drive back to Portland  
Dinner - TBD  
Evening Activity – Community Service Project

**Thursday, March 19, 2020**

Wake-Up @ 7 am  
Breakfast @ 8 am  
Depart from Hotel @ 9 am  
Early flight from Portland: 12 pm  
At Airport @ 10 am

Arrive in Kalispell @ 6 pm  
Dinner in Kalispell  
Arrive in Browning – 9 pm