

Browning Public Schools
Board Agenda Request
Meeting to Be Held: January 10, 2023



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: 01/03/23

To: School Board of Trustees

From: Corrina Guardipee-Hall

Title: Superintendent

Subject: **In-State Travel to MHSA Annual Meeting 2023**

Description: Request travel for Tony Wagner, Dennis Juneau, Jennifer LaFromboise-Wagner to attend the MHSA Annual Meeting in Missoula, Montana January 15 and 16, 2023.

Financial Impact: \$1,347.72

Funding Source (Budget/grant, etc.): 226-60-720-3500-615 (\$489.24x2); 226.60.720.150.2410.582 \$369.24

Attachment(s): Travel Request/Conference Agenda

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

Comments: _____

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



**MONTANA HIGH SCHOOL ASSOCIATION
2023 ANNUAL MEETING**

Subject to change

**Saturday, January 14, 2023 - Monday, January 16, 2023
Holiday Inn Missoula Downtown
Missoula, Montana**

SCHEDULE OF ACTIVITIES

PRECONFERENCE MEETINGS:

Saturday, January 14th

8:30 am MHSA Executive Board ----- *Montana Boardroom*

Sunday, January 15th

10:00 am Western C Division ----- *Madison*

11:00 am Western C 8-Player Football ----- *Madison*
District 14-C to follow

Noon MIAAA Board of Directors ----- *Offsite*

1:00 pm - 7:00 pm Exhibitors----- *Big Sky Atrium*

1:00 pm - 5:00 pm Annual Meeting Registration----- *Big Sky Atrium*

1:00 pm Native American Classic Meeting ----- *Madison*

1:00 pm Baseball Schedule Meeting ----- *Jefferson*

1:00 pm Unified Track Divisional Coordinators ----- *Gallatin*

1:30 pm Eastern B-C Softball----- *Glacier/Yellowstone*

2:00 pm MHSA Round Table ----- *Parlor C*

3:00 pm B-C Tennis----- *Madison*

3:00 pm Music Committee (continues Monday) ----- *Gallatin*

3:00 pm Resolutions Committee ----- *Glacier/Yellowstone*

3:00 pm Western A Division ----- *Jefferson*

4:00 pm Eight Player Football ----- *Parlor A*

4:00 pm Six Player Football ----- *Parlor B*

4:00 pm Class A Representatives ----- *Jefferson*

4:00 pm Class B 11-Player Football ----- *Parlor C*

5:00 pm Class AA Representatives ----- *Parlor D*

5:00 pm Class B Representatives ----- *Parlor C*
Class B Divisional Meetings

4:30 pm - 7:00 pm Social (Destination Missoula) ----- *Parkside Event Space & Bar*

ANNUAL MEETING: 7:30 pm MIAAA Meeting----- Gallatin/jefferson/Madison

Monday, January 16th

6:00 am - 8:15 am Complimentary Breakfast ----- Parkside & Big Sky Atrium

7:30 am - 8:30 am Annual Meeting Registration----- Big Sky Atrium

8:30 am First General Session -----Garden City Ballroom

Monday, January 17th (continued)

8:00 am Music Committee ----- Gallatin

10:00 am Classification Caucuses AA ----- Parlor A
A ----- Parlor D
B ----- Madison/Jefferson
C ----- Parlor B/C

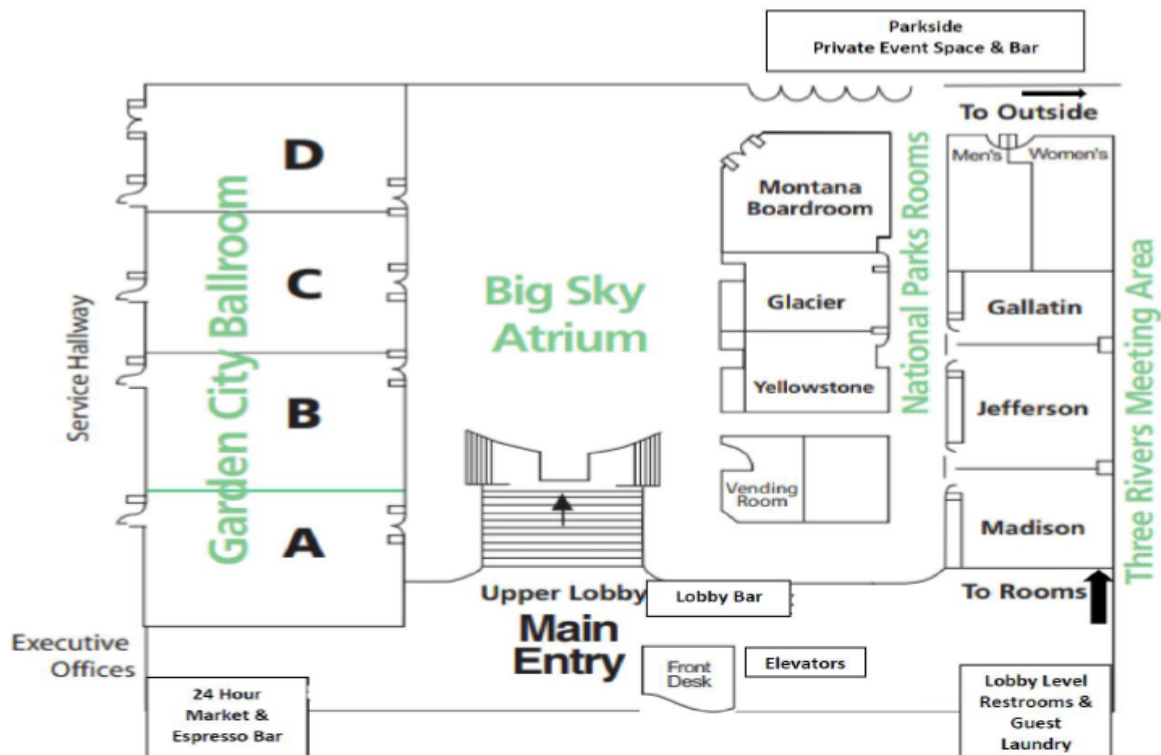
11:00 am - 12:00 pm MHS A Complimentary "Lunch on the Go" Parkside & Big Sky Atrium

12:00 pm Second General Session -----Garden City Ballroom

POST-CONFERENCE MEETINGS:

Following Adjournment Master Basketball Scheduling----- Glacier/Yellowstone
Of Annual Meeting

Following Adjournment MHS A Executive Board-----Garden City Ballroom
Of Annual Meeting





**MONTANA HIGH SCHOOL ASSOCIATION
2023 ANNUAL MEETING**

Monday, January 16, 2023
Holiday Inn Missoula Downtown
Missoula, Montana

AGENDA

6:00 - 8:15 am -----Complimentary Breakfast - *Parkside & Big Sky Atrium*

8:30 am -----**First General Session** - *Garden City Ballroom*

1. Call to Order - President Jim Hawbaker, Class A Representative, Billings Central High School
2. National Anthem - Hellgate High School
3. Introductions - Jim Hawbaker
4. Adoption of Agenda
5. Approval of Minutes: 2022 Annual Meeting
6. Election of Class A & C Executive Board Representative
7. SOMT Presentation
8. GoFan Presentation
9. MHSA Office Report - Brian Michelotti
10. President's Report - Jim Hawbaker

10:00 am -----**Caucuses**

AA ---- *Parlor A*
A----- *Parlor D*
B----- *Madison/Jefferson*
C----- *Parlor B/C*

11:00 am - 12:00 pm -----Lunch on the Go - <i>Parkside & Big Sky Atrium</i>

12:00 pm -----**Second General Session** - *Garden City Ballroom*

9. Credentials Report - Jim Hawbaker
10. Committee Reports
11. MIAAA Awards
12. NFHS Music Awards
13. MHSA Awards
14. Action on Proposals
15. Approval of 2023-2024 Budget
16. Adjournment

Following Adjournment -----**Meetings**
Of Annual Meeting

- Master Basketball Scheduling Committee - *Glacier/Yellowstone*
- MHSA Executive Board - *Garden City Ballroom*

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Sample Request for Tony & Dennis
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>01/15/23-01/16/23</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

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 MHSA Annual Meeting **Attach Brochure/Agenda**

Location Missoula, MT

Departure Date 01/15/23

Return Date 01/16/23

Departure Time 6:00 AM

Return Time 9:00 P.M.

Transportation: ☒ Personal Vehicle
☐ District Vehicle
☐ Professional Development

Mileage 408 @.655= \$267.24

Per Diem 2 Days @ \$51 = \$102.00

☐ Registration PO# _____ =\$ 0

☒ Hotel PO# _____ =\$120.00

☐ Other PO#Airline _____ =\$ 0

☐ Other PO#Parking _____ =\$ 0

Sub Total \$489.24

Budget 226.60.720.3500.582 (100%) \$369.24
(_____ %)

Check Total \$369.24

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Jennifer LaFromboise-Wagner
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

Date of Leave	Hours	Type of Leave
<u>01/15/23-01/16/23</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

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 MHSA Annual Meeting **Attach Brochure/Agenda**

Location Missoula, MT

Departure Date 01/15/23

Return Date 01/16/23

Departure Time 5:00 am

Return Time 10:00 pm

Transportation: ☒ Personal Vehicle
☐ District Vehicle
☐ Professional Development

Mileage 408 @.655= \$267.24

Per Diem 2 Days @ \$51 = \$102.00

☐ Registration PO# _____ =\$ 0

☒ Hotel PO# _____ =\$ 0

☐ Other PO#Airline _____ =\$ 0

☐ Other PO#Parking _____ =\$ 0

Sub Total \$369.24

Budget 226.60.150.2410.582 (100%) \$369.24
(_____ %)

Check Total \$369.24

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____