

Browning Public Schools
Board Agenda Request
Meeting to Be Held: February 15, 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: 1/28/23

To: Corrina Hall Guardipee
 Superintendent

From: Tony Wagner
 Title: Athletic Director

Subject: In-State Travel: Western A Boys and Girls Divisional Basketball Tournaments 2022-2023 and will attend the Western A Winter Meeting

Description: Request travel for Tony Wagner to attend the Western A Winter Meeting on Wednesday, February 22, 2023 and Western A Boys and Girls Divisional Basketball Tournaments in Ronan, MT on February 22, 23, 24 and 25, 2023.

Financial Impact: \$904.43

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): Travel Request/Schedule

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

Comments: _____

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

WESTERN “A” WINTER MEETING
Wednesday, FEBRUARY 22, 2023
Mission Mountain Golf Course, Ronan – 7:00 PM

AGENDA ITEMS:

1. Call meeting to order - Nik Rewerts
2. Approval of minutes from the February 5th, 2017 meeting
 - a. [Western A Minutes-Winter Meeting.docx](#)
3. Treasurer’s Report - Brian Gum
4. 2022/23 Tournament Managers Report
 - a. Divisional Wrestling – Ethan Bucarey
 - b. Divisional Boys’ and Girls’ Basketball – Mitch Wassam
 - c. Divisional Track – Tyson Tucker
5. Spring Scheduling @ Whitefish, Staybridge Suites - March 22nd, 23rd
6. Football Master - Travis Blome, Aric Harris, Brian Gum, Tony Wagner
7. Basketball Schedule - Tyson Tucker
8. Volleyball Tipoff
 - a. Site for 2023 – CFalls? Where do we add BF to this “low ceiling”
9. All-Conference Basketball Meetings
 - a. NW A Friday, Feb 24th.
 - b. SW A
10. Basketball Room Reservations for State - Nik Rewerts
11. Update SW “A” and Western “A” By-Laws - Please read over these and lets make changes that are needed.
 - a. [Western A By-Laws 22-23.docx](#)
12. Any other items to discuss?

Browning High School 2022/23
Girls Divisional Basketball Schedule

Date	Day	Opponent	Site	Time	Bus Leave Time
11/28/22	Mon	First Day of Practice			
12/8/22	Thurs	Coyote Classic Freshmen vs Fairfield JV	Shelby	6:00pm	
12/9/22	Fri	Coyote Classic Freshmen vs Cut Bank JV	Shelby	9:00am	
12/9/22	Fri	Tip Off vs Frenchtown	Frenchtown	4:30pm	10:00am
12/10/22	Sat	Tip Off vs Frenchtown	Hamilton	9:00am	
12/16/22	Fri	Columbia Falls	Browning	4:15, 5:45, 7:15	
12/22/22	Thurs	Shelby	Browning	4:15, 5:45	
1/5/23	Thurs	Ronan	Browning	4:00 BES, 3:30, 6:30	
1/6/23	Fri	Libby	Libby	3:00, 4:30, 7:30	9:15am
1/7/23	Sat	Polson	Polson	11:00, 12:30, 2:00	
1/12/23	Thurs	Cut Bank	Browning	4:00, 3:30, 6:30	
1/14/23	Sat	Havre	Havre	1:00, 2:30, 4:00	9:15am
1/17/23	Tues	Shelby	Browning	4:00, 5:30	
1/19/23	Thurs	Heart Butte (Girls JV)	Heart Butte	5:00	
1/20/23	Fri	Columbia Falls	Columbia Falls	4:15, 5:45, 7:15	1:30pm
1/21/23	Sat	Whitefish	Whitefish	1:00, 2:30, 4:00	
1/26/23	Thurs	Whitefish	Browning	4:15, 5:45, 7:15	
1/27/23	Fri	Shelby	Shelby	4:30pm, 7:30pm	1:15pm
1/28/23	Sat	Ronan	Ronan	12:00, 1:30, 5:15	8:00am
2/3/23	Fri	Polson	Browning	3:00, 4:30, 6:00	
2/4/23	Sat	Libby	Browning	1:00, 2:30, 4:00	
2/9/23	Thurs	Cut Bank	Cut Bank	3:00, 4:30, 6:00	1:30pm
2/10/23	Fri	Heart Butte (Girls JV)	Browning	5:00pm	
2/11/23	Sat	Havre	Browning	1:00, 2:30, 4:00	
2/16/23	Thurs	Play-in Game	TBA	TBA	
2/18/23	Sat	Play-in Game	TBA	TBA	
2/23/23	Thurs	Divisional	Ronan	TBA	
2/24/23	Fri	Divisional	Ronan	TBA	
2/25/23	Sat	Divisional	Ronan	TBA	
3/7/23	Tues	State	Bozeman	TBA	
3/8/23	Wed	State	Bozeman	TBA	
3/9/23	Thurs	State	Bozeman	TBA	
3/10/23	Fri	State	Bozeman	TBA	
3/11/23	Sat	State	Bozeman	TBA	

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

Employee Name Tony Wagner
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>2/22 - 24, 2023</u>	<u>24</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 Western A Winter Meeting & Boys & Girls BB Divisionals (Attach Brochure/Agenda)

Location Ronan MT

Departure Date 2/22/23

Return Date 2/25/23

Departure Time 8:00 AM

Return Time 10:00 P.M.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 306 @ .655 = \$200.43

Per Diem 4 Dys @ \$51.00= \$204.00

Registration PO# _____ = \$ 0
 Hotel PO# _____ = \$500.00
 Other PO# Airline _____ = \$ 0
 Other PO# Parking _____ = \$ 0

Sub Total \$904.43

Budget 226.60.720.3500.582 (100%) \$404.43
_____ () _____

Check Total \$404.43

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

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

Employee Name Michael ComesatNight
Building Browning High School

Employee # _____
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>2/23/23-2/24/23</u>	<u>13 hours</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 Divisionals (Attach Brochure/Agenda)

Location Ronan, MT

Departure Date 2/23/23

Return Date 2/25/23

Departure Time 11:00 am

Return Time 11:00 pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 306 x \$.655 = \$200.43
Per Diem 2Day@ \$51.00+\$17(L)=\$20 (D)=\$139.00

<input type="checkbox"/> Registration PO#	= \$ 0.
<input checked="" type="checkbox"/> Hotel PO#	= \$400.00
<input type="checkbox"/> Other PO#	= \$ 0.
<input type="checkbox"/> Other PO#	= \$ 0.

To be reimbursed: shuttle/taxi/parking upon return of receipts

Sub Total \$739.43

Budget 226.60.150.2410.582 (100 %)
_____ (_____ %)

Check Total \$339.43

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Kari McKay
 Building Browning High School

Employee # _____
 Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>2/23/23-2/24/23</u>	<u>16 hours</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 Girls Basketball Divisionals (Attach Brochure/Agenda)

Location Ronan, MT

Departure Date 2/23/23

Return Date 2/25/23

Departure Time 8:00 am

Return Time 11:00 pm

Transportation: Personal Vehicle Mileage _____ = \$ 0.
 District Vehicle Per Diem 3 day@\$51.00 = \$153.00
 Professional Development

Registration PO# _____ = \$ 0.
 Hotel PO# _____ = \$400.00
 Other PO# _____ = \$ 0.
 Other PO# _____ = \$ 0.

To be reimbursed: shuttle/taxi/parking upon return of receipts

Sub Total \$553.00

Budget 226.60.150.2410.582 (100 %) \$153.00

Check Total \$153.00

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

White-Payroll Yellow Acc.-Payable Pink-Employee Goldenrod-School Site