

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: August 14, 2018



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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:**      August 7, 2018

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

**From:**      Tony Wagner  
Title:        Athletic Director

**Subject: In-State Travel to Western A Fall Athletic Directors**

**Description:**    Request travel to attend the Western A Fall Athletic Directors meeting in Missoula, Mt August 15, 2018.

**Financial Impact:**    \$257.36

**Funding Source (Budget/grant, etc.): 226-60-720-3500-0582-0000**

**Attachment(s): Extended Contract Request**

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

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

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

**WESTERN 'A' PRE-SEASON MEETING**  
**Wednesday, August 15, 2018 12:00 Pm**  
**Staybridge Suites, Missoula**

**AGENDA**

1. Meeting called to order
2. Approval of March 13<sup>th</sup> - 14<sup>th</sup> meeting minutes.
3. Treasurer's Report
4. OLD BUSINESS
  - a. Schedule Confirmation
  - b. Master Schedules – Fall Sports
  - c. Fall Activities
    1. Volleyball Stats (Max Preps)
    2. Football Stats (Max Preps)
    3. Film Exchange – HUDL
    4. Accurate Roster update
    5. Ticket Prices
    6. Other items
5. NEW BUSINESS
  - a. NW vs. SW Volleyball Tipoff – Browning
  - b. Basketball Tip Off Tournament Schedule
  - c. Divisional Reports
    1. Track – Jay Krantz
  - d. Upcoming Divisional Events
    1. Cross Country – Troy Bowman
    2. Golf – Nik Rewerts
    3. Volleyball – Aric Harris
  - e. Divisional Volleyball – Reservations
  - f. State Volleyball – Troy Bowman
  - g. Next Western A Meeting – October 31, 2018 in Whitefish
  - h. Other items

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

Employee Name TONY WAGNER

Employee # \_\_\_\_\_

Building BROWNING HIGH SCHOOL

Substitute Name \_\_\_\_\_

**LEAVE REPORT**

Date of Leave

Hours

Type of Leave

8/15/18

8hrs

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 Western A Fall Athletic Directors Meeting in Missoula Montana

Attach Brochure/Agenda

Location Missoula, Montana

Departure Date 8/15/18

Return Date 8/15/18

Departure Time 5:30 am

Return Time 9:00 pm

Transportation: ☒ Personal Vehicle

☐ District Vehicle

☐ Professional Development

Mileage 408 @ .545 = \$222.36

Per Diem 1 day @ \$35.00 = \$35.00

☐ Registration PO# \_\_\_\_\_ = \$ - 0 -

☐ Hotel PO# \_\_\_\_\_ = \$ - 0 -

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

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

Sub Total \$ 257.36

Budget 226.60.720.3500.582 (100%) \$256.37

**Check Total \$257.36**

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_