

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 5/31/17



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: 5/25/17

To: **John Rouse**
 Superintendent of Schools

From: Stacy Edwards
Title: Business Office Manager

Subject: Purchase over \$5,000

Justification (District Goals): Board of Trustees Policy #7320 calls for board approval of any purchases over \$5,000.

Financial Impact: See below

Funding Source (Budget/grant, etc.): Identified below

Attachment(s): Purchases orders and quotes

PO#23085 Titan Machinery	\$ 8,142.13	Equipment Repair-Maintenance
PO#23089 Native Am. Bank-Cash	\$19,325.00	POWOW-Prize Money

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

Comments: _____

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

Bill To:**BROWNING PUBLIC SCHOOLS**

PO Box 610
Browning, MT 59417-0610

To:	
Vendor	7346
PHONE	(800) 332-9818
FAX	(406) 453-1407
TITAN MACHINERY-GREAT FALLS	
CRA PAYMENT CENTER	
P. O. BOX 3900	
LASCASTER, PA. 17604-3900	

Notes

Repair and Maintenance on Arctic Snow Pusher
Requisition #:26101
Approved by: RICHARD, STACY, BOARD

PURCHASE ORDER**PO #: 23085**

Page: 1
Date Issued 05/24/17

Ship To:
BROWNING SCHOOLS MAINTENANCE
105 EAST BOUNDARY STREET
BROWNING, MT. 59417
406-338-2490

Ship Via STANDARD
Requested by MICHELLE
Approved by RICHARD
Orgn. Maintenance

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
	Repair Arctic Snow Pusher	1.000		8142.1300	8142.13
126- 94-166-2620-440	6106.60				
226- 94-166-2620-440	2035.53				
Total					8142.13

INSTRUCTIONS TO SUPPLIER

1. Please furnish above order less any educational discounts.
2. This P.O. will be voided if not shipped within 60 days of order date.
3. Purchase order number must appear on all documents and packages.
4. Ship all merchandise F.O.B. "Ship To" address. Prepay and bill shipping charges.
5. Do not mail invoices to "Ship To" address.

Bill To:**BROWNING PUBLIC SCHOOLS**PO Box 610
Browning, MT 59417-0610

To:	
Vendor	4738
PHONE	(406) 338-7000
FAX	() -
NATIVE AMERICAN BANK/CASH	
PO BOX 730	
BROWNING, MT 59417	

NotesMONEY FOR THE ANNUAL/CONFERENCE POWWOW 2017
Requisition #:26150
Approved by: JOHN, STACY, BOARD**PURCHASE ORDER****PO #:** 23089

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Date Issued 05/24/17

Ship To:
BROWNING HIGH SCHOOL
105 HIGHWAY 89
BROWNING, MT. 59417
406-338-2745

Ship Via STANDARD
Requested by RAE ARM
Approved by JOHN
Orgn. District Wide

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
PRIZE MONEY	FOR POWWOW	1.000	EA	19325.0000	19325.00
115- 90-365-1700-610- 922					



Total	19325.00
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INSTRUCTIONS TO SUPPLIER

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3. Purchase order number must appear on all documents and packages.
4. Ship all merchandise F.O.B. "Ship To" address. Prepay and bill shipping charges.
5. Do not mail invoices to "Ship To" address.
6. Do not attach invoice to carton containing merchandise.