

**Browning Public Schools**  
**Board Agenda Request**  
Meeting To Be Held: 3/27/21



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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:** 3/4/21

**To:** **Board of Trustees**  
Browning Public Schools

**From:** Corrina Guardipee-Hall  
**Title:** Superintendent

**Subject:** **School Board Retreat 2020-2021**

**Description:** Virginia Tribe will Plan, Prepare and Facilitate the School Board Retreat scheduled for March 27, 2021.

**Justification:** Focus on leadership and student achievement.

**Financial Impact:** \$2,000.00 (estimate)

**Attachment(s):** Agreement/Quote

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

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

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

**Virginia Tribe: Professional Facilitator, Inc.**

Facilitator in Professional and  
Organizational Development  
Phone: 406-544-7663  
305 Pattee Canyon  
Missoula, Montana 59803  
e-mail: [vtribe@bresnan.net](mailto:vtribe@bresnan.net)

February 22, 2021

Corrina L. Guardipee-Hall ED.S.  
Browning Public Schools  
Superintendent

Dear Superintendent Guardipee-Hall,

Please consider this a response to your request for a quote for a March 2021 "Zoom" Board of Trustees retreat. Based on our earlier emails, I'm assuming that we will have conversation in the near future to identify your objectives for the retreat and design an agenda to meet them.

My fees remain at \$400.00 per facilitator day and there obviously won't be any travel costs. My estimated fees of \$1,600.00 to \$2000.00 are based on 4 or 5 facilitator days depending on whether we do participant pre-work. My proposal related to this quote includes the following deliverables:

- Ongoing telephone and electronic planning with the Superintendent (and if appropriate, the Board Chair);
- Review of fairly recent Board retreat summaries and the District's most recent planning documents;
- (If desired), development, distribution and compilation of retreat participant pre-work;
- Process design, agenda development, "Zoom" facilitation, and retreat summary.

Thanks again for your confidence in my facilitation skills - I'm looking forward to working with the District again.

Sincerely,

*Virginia Tribe*

Virginia Tribe  
(EIN/Tax ID Number 81-0513443)