

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: March 10, 2020



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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:**    March 2, 2020

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

**From:**    Angela Heavy Runner  
                    Title:    BMS Principal

**Subject:** **In-State Travel**

**Description:** Request school related leave only to attend Montana Indian Education Association in Missoula, Mt. April 14-15, 2020.

**Financial Impact:** \$0 (School Related Leave Only)

**Funding Source (Budget/grant, etc.):** N/A

**Attachment(s):** Travel Request/Agenda

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

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

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

# MIEA CALL TO 39<sup>th</sup> CONFERENCE 2020

“Indian Country Best Practices: Challenges, Strategies,  
Indigenous Perspectives, and Success Stories”



April 12<sup>th</sup> -16th  
Holiday Inn Downtown, Missoula, Montana  
[www.mtiea.org](http://www.mtiea.org)

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**Montana Indian Education Association 39<sup>rd</sup> Annual Indian Education Conference  
April 12/13-16, Holiday Inn Downtown, Missoula, Montana**

	<b>Sunday, April 12th Reception</b>	<b>Monday April 13th</b>	<b>Tuesday April 14th Awards Banquet</b>	<b>Wednesday April 15th</b>
7:00 a.m. 7:30 a.m.		Conference Registration continues all day Breakfast on own	Breakfast on own	Breakfast on own
8:30 a.m.		8:30-10:30 <b>1<sup>st</sup> General Session</b> Introduction of MIEA Board Candidates  <b>Keynote Speaker</b>	8:30-10:30 <b>2<sup>nd</sup> General Session</b> Report to the Membership  <b>Keynote Speaker</b>  8:00 – 11:00 Board Elections	8:30 – 11:00 am MIEA Business Board Meeting New Board Members Seated
9:00 a.m.	MIEA Board of Directors Meeting			<b>Have A Safe Trip Home</b>
10:30 a.m.	MIEA Board meeting continues	10:45 -12 Noon <u>Session 1 Workshops</u>	10:45 – 12 Noon <u>Session 4 Workshops</u>	
11:00 a.m.	MIEA Board meeting	Workshops continue	Workshops continue	
NOON 12:00-1:30	Education organization meetings in afternoon Vendors setup at noon	Lunch (on your own)	Lunch (on-your-own)	
1:30 p.m.	Registration 1 - 6	1:30 – 2:45 <u>Session 2 Workshops</u>	1:30 – 2:45 <u>Session 5 Workshops</u>	
3:00 p.m.	Registration continues	3:00 – 4:15 <u>Session 3 Workshops</u>	3:00 – 4:15 <u>Session 6 Workshops</u>	
5:00 p.m.	Registration continues Until 6 pm	Dinner on own		
6:00- 8:00	<b>MIEA Reception</b>	6:00 – 8:00 <b>MIEA "Win prizes at Bingo"</b>	5:00 - 7:00 <b>AWARDS BANQUET</b>	

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

**Employee Name** Angela Heavy Runner  
**Building** Browning Middle School

**Employee #** 10228  
**Substitute Name** NA

**LEAVE REPORT**

<b><u>Date of Leave</u></b> <u>4/14/20-4/16/20</u>	<b><u>Hours</u></b> <u>25</u>	<b><u>Type of Leave</u></b> <u>SR Leave Only</u>
_____	_____	_____

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
 **Approved; Condition upon the specific leave being available for the specific employee**     **Not Approved**  
**Principal/Supervisor** \_\_\_\_\_ **Date** \_\_\_\_\_

**TYPE OF LEAVE**

- |   |   |                                      |
|---|---|--------------------------------------|
| <b>AN</b> Annual                              | <b>PL</b> Personal Leave                  | <b>ALWO</b> Approved Leave W/O Pay   |
| <b>SL</b> Sick Leave                          | <b>JD</b> Jury Duty (attach verification) | <b>ULWO</b> Unapproved Leave w/o Pay |
| <b>*EX/SR</b> Extra-Curricular/School Related | <b>NG</b> National Guard                  | <b>SWP</b> Suspended w/Pay           |
|   | <b>FN</b> Funeral _____                   | <b>SWOP</b> 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** Montana Indian Education Association Conference **(Attach Brochure/Agenda)**  
**Location** Missoula, MT.

**Departure Date** 4/14/20                      **Return Date** 4/16/20  
**Departure Time** 8:00 a.m.                      **Return Time** 10:00 p.m.

**Transportation:**     Personal Vehicle                      **Mileage** \_\_\_\_\_ = \$ 0  
 District Vehicle                      **Per Diem** \_\_\_\_\_ = \$ 0  
 Professional Development

- Registration** PO# \_\_\_\_\_ = \$ 0
- Hotel** PO# \_\_\_\_\_ = \$ 0
- Other** PO# Airfare \_\_\_\_\_ = \$ 0
- Other** PO# Luggage \_\_\_\_\_ = \$ 0

**To be reimbursed: shuttle/taxi/parking upon return of receipts**  
**Sub Total** \$ 0

**Budget** \_\_\_\_\_

**Check Total** \$ 0.

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Principal/Supervisor** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Superintendent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

