## Browning Public Schools Board Agenda Request Meeting To Be Held: 08/25/21



Recognit	ion: Students	Staff	Parents				
Information: Duilding 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:	08/17/21						
To:	<b>Corrina Guardipee-Hall</b> Browning Public Schools	From: Title:	Maureen Stott Special Services Director				
Subject:	In State Travel: Special Olympics State Basketball Tournament 2021						

**Description:** Request travel to attend the Special Olympics State Basketball Tournament in Butte, MT November 4, 5 & 6, 2021.

Financial Impact: \$ 555.76

Funding Source (Budget/grant, etc.): 126-60-720-3590-582 (75%); 226-60-720-3590-582 (25%)

Attachment(s): Agenda/Leave Report/Travel Request

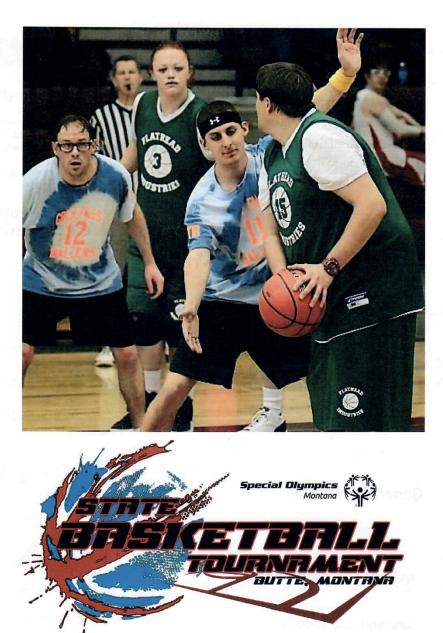
Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)

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

<b>Board Action:</b>	N/A (Info)	Approved	Denied	Tabled to:	
Douru mettom			Demea		

Special Olympics Montana | State Basketball Tournament

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Butte, MT

**NOVEMBER 4-6, 2021** 

https://www.somt.org/state-basketball-tournament/

7/26/2021

## BROWNING PUBLIC SCHOOLS Leave Report/Travel Request

Employee Name Maureen Stott	<u>t</u> Employee #89437				
Building Special Services	Substitute Name <u>NA</u>				
LEAVE REPORT					
Date of Leave	<u>Hours</u>	<b>Type of Leave</b>			
November 4, 5 & 6, 2021	<u>16 Hrs.</u>	<u>SR</u>			
Employee Signature		 Date			
Approved; Condition upon the speci					
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)	ALWOApproveULWOUnapproSWPSuspendSWOPSuspend	ved Leave w/o Pay ed w/Pay		
*If taking School Related/Extra-Curricular <u>TRAVEL REQUEST</u> (If receiving pa	yment for EX/SR leave please fi	ill out entire form c	ompletely)		
Conference/Workshop Special Olympi	cs State Basketball Tournament 20	<u>J21</u> (Attach Brod	cnure/Agenda)		
Location <u>Butte</u> , MT					
Departure Date $11/04/21$	<b>Return Date</b> <u>11/06</u>				
Departure Time 8:00 am	Return Time 7:0	-	¢2(4,22		
<b>Transportation:</b> $\square$ Personal Ve	6	472 RT @ \$0.56	= \$264.32		
District Veh		n <u>N/A</u>	= \$ 0		
🛛 Professiona	l Development	ration <u>PO# N/</u>	A =\$ 0		
	Hotel		=\$291.44		
			= $3291.44= 0$		
	Other		=\$ 0		
			ub Total \$555.76		
<b>Pudget 126 60 720 2500 582 (75 %)</b>	555 76				
Budget <u>126-60-720-3590-582</u> (75 %) § 226-60-720-3590-582 (25 %)			<mark>Fotal <u>\$264.32</u></mark>		
220-00-720-3390-382 (23 %)					
Employee Signature		Date			
Principal/Supervisor		Date			
Superintendent Signature		Date			