

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 9/30/20



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: 9/23/20

To: **Corrina Guardipee-Hall**
 Superintendent

From: Jennifer Wagner
Title: BHS Principal

Subject: **In State Travel - State Golf Tournament 2020-2021**

Description: Request travel to attend Golf State Tournament in Butte, MT., 9/30-10/2/20 as Administrator.

Financial Impact: \$ 430.06

Funding Source (Budget/grant, etc.): 226.60.150.2410.582

Attachment(s): Conference Agenda/Travel Request

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

Comments: _____

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

MONTANA HIGH SCHOOL ASSOCIATION

2020 – 2021 Dates and Sites of State Events

Event	Date(s)	Site
1. State AA Golf	Oct. 1-2, 2020	Missoula (<i>Larchmont and Missoula Country Club</i>)
2. State A Golf	Oct 1-2, 2020	Butte Country Club
3. All-State Band, Chorus and Orchestra	Oct 14-16, 2020	Great Falls
4. State Cross Country	Oct 24, 2020	Kalispell (Rebecca Farm)
5. State All-Class Volleyball	Nov 12-14, 2020	Bozeman (MSU)
6. State AA Speech	Jan 29-30, 2021	Butte
7. State A Speech and Drama	Jan 29-30, 2021	Sidney
8. State B-C Speech and Drama	Jan 29-30, 2021	Huntley Project
9. State Swim Meet	Feb 12-13, 2021	Missoula (Grizzly Pool)
10. State All-Class Wrestling (boys & girls-same site)	Feb 12-13, 2021	Billings (MetraPark)
11. State AA Basketball (boys & girls-same site)	March 11-13, 2021	Great Falls (ExpoPark)
12. State A Basketball (boys & girls-same site)	March 11-13, 2021	Butte Civic Center
13. State B Basketball (boys & girls-same site)	March 11-13, 2021	Billings (MetraPark)
14. State C Basketball (boys & girls-same site)	March 10-13, 2021	Bozeman (MSU)
15. State All-Class Powerlifting	April 30-May 1, 2021	To be determined
16. State Solo and Ensemble (East)	May 7-8, 2021	Billings
17. State Solo and Ensemble (West)	May 7-8, 2021	Missoula
18. State B Golf	May 18-19, 2021	Billings (<i>Eaglerock hosted by Shepherd HS</i>)
19. State C Golf	May 18-19, 2021	Bozeman (<i>Riverside hosted by Manhattan Christian HS</i>)
20. State B-C Tennis	May 20-22, 2021	Missoula (<i>hosted by Broadwater HS</i>)
21. State AA Tennis	May 27-28, 2021	Great Falls
22. State A Tennis	May 27-28, 2021	Billings (<i>hosted by Billings Central HS</i>)
23. State AA Softball	May 27-29, 2021	Kalispell (<i>hosted by Flathead HS</i>)
24. State A Softball	May 27-29, 2021	Butte (<i>Stodden Park hosted by Butte Central HS</i>)
25. State B-C Softball	May 27-29, 2021	Florence-Carlton
26. State AA-C Track & Field Meet	May 28-29, 2021	Missoula (<i>MCPS Stadium</i>)
27. State A-B Track & Field Meet	May 28-29, 2021	Laurel (<i>Laurel Sports Complex</i>)

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Jennifer Wagner
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>9/30-10/2/20</u>	<u>4/8/8</u>	<u>SR</u>
_____	_____	_____

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 | PL Personal Leave | ALWO Approved Leave W/O Pay |
| SL Sick Leave | JD Jury Duty (attach verification) | ULWO Unapproved Leave w/o Pay |
| *EX/SR Extra-Curricular/School Related | NG National Guard | SWP Suspended w/Pay |
| | FN Funeral _____ | SWOP 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 Golf State Tournament Attach Brochure/Agenda

Location Butte, MT.

Departure Date 9/30/20

Return Date 10/2/20

Departure Time 12:00 noon.

Return Time 8:00 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 236@.575=\$135.70
Per Diem 2 dys 1 dnr=\$ 87.00

<input type="checkbox"/> Registration	PO# _____ = _____
<input type="checkbox"/> Hotel	PO# _____ = \$207.36
<input type="checkbox"/> Other	PO# _____ = _____
<input type="checkbox"/> Other	PO# _____ = _____
Sub Total \$430.06	

Budget 226.60.150.2410.582 (100%) 222.70
(_____)

Check Total \$222.70

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____