

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 11/24/20



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: 11/12/20

To: **Corrina Guardipee-Hall**
 Superintendent

From: Everett Armstrong
Title: Athletic Director

Subject: **In State Travel: Western A Winter Scheduling Meeting 2020-2021**

Description: Request approval for Everett Armstrong to attend Western "A" Winter Scheduling Meeting in Frenchtown, MT., 11/30/20-12/1/20

Financial Impact: \$ 270.82

Funding Source (Budget/grant, etc.): 226.60.720.3500.582.0000

Attachment(s): Conference Agenda/Travel Request

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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

**WESTERN "A" WINTER SCHEDULING MEETING
TUESDAY, DECEMBER 1ST, 2020
Frenchtown High School – 11:00 AM**

AGENDA ITEMS:

1. Call meeting to order

NEW BUSINESS:

1. Basketball
 - a. Re-schedule lost conference games in December
 - b. Finalize schedules
 - c. Decide on playoff format if divisionals cannot be held at one site
 - d. Any other items?
2. Wrestling
 - a. Re-do the wrestling schedule
 - b. Determine how to seed for state if divisionals cannot be held
 - c. Any other items?
3. Speech/Debate/Drama
 - a. Make sure everyone knows the virtual schedule
 - b. Make sure everyone understands how to have a virtual meet

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Everett Armstrong
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>11/30-12/1/20</u>	<u>3, 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 Western "A" Winter Scheduling Meeting Attach Brochure/Agenda

Location Frenchtown, MT.

Departure Date 11/30/20

Return Date 12/1/20

Departure Time 1:00 p.m.

Return Time 10:00 p.m.

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 203@.575 =\$116.73

Per Diem 1 dy/1 dnr=\$ 51.00

Registration PO# _____ =\$ _____

Hotel PO# _____ =\$103.09

Other PO# Airline (estimate) =\$ _____

Other PO# Baggage _____ =\$ _____

Sub Total \$ 270.82

Budget

226.60.720.3500.582.0000 (100%) \$167.73
(0%)

Check Total \$167.73

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____