

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 8-30-2023



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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

Date: 8-21-2023

To: Corrina Guardipee-Hall
 Superintendent

From: Wayne BullCalf
Title: Transportation Supervisor

Subject: **National Transportation in Indian Country Conference 2023-2024**

Description: Wayne will be doing a talk on the propane panel, use of propane buses 09-24-2023 to 09-29-2023 in Anchorage Alaska. NTICC will be paying for Wayne's flight and rooms while at the conference.

Financial Impact: \$1081.01

Funding Source (Budget/grant, etc.): 110/210-96-167-2700-582

Attachment(s): Travel Request/Conference Agenda

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

Comments: _____

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

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

Employee Name Francis Wayne BullCalf
Building Transportation

Employee #11756
Substitute Name NA

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</u>
<u>9-25 to 9-29</u>	<u>32</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 National Transportation in Indian Country Conference (Attach Brochure/Agenda)

Location Anchorage, Alaska

Departure Date 09/23/2023

Return Date 9/29/2023

Departure Time 5:00 pm.

Return Time 6:00pm

Transportation: Personal Vehicle
 District Vehicle
 Professional Development

Mileage 198 @ .655 ÷ = \$129.69

Per Diem 6 days @ \$105.00 & 1supper@\$20.00=\$650.00

Registration PO# _____ = \$ 0.00

Hotel PO# #2128 = \$301.32

Other PO# Airfare = \$ 0.00

Other PO# Luggage = \$ 0.00

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage Sub Total **\$1081.01**

Budget 126-96-167-2710-582 (75%) \$810.76

226-96-167-2710-582 (25%) \$270.25

Check Total \$779.69

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____