

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/11/26



Recognition: ☐ Students ☐ Staff ☐ Parents
Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report
Action: ☐ Resignations ☐ 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: 8/3/26

To: Board of Trustees
Browning Public Schools

From: Rebecca Rappold
Title: Superintendent

Subject: Out of State Travel: 2026 NAFIS Fall Conference

Description: Requesting approval for the Board of Trustees, Jennifer LaFromboise-Wagner and 2 Browning High School Students to attend the 2026 Fall NAFIS Conference in Washington, DC 9/17/26-9/23/26.

Financial Impact: Approximate Costs \$5,592.57 each

Funding Source (Budget/grant, etc.) designated to appropriate travel budget

Attachment(s): Travel Request/Conference Agenda

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name Sample
Building Browning High School

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u> <u>9/16/26-9/23/26</u>	<u>Hours</u> <u>34 hrs</u>	<u>Type of Leave</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 Agenda, Name, Location TRAVEL REQUEST. (If receiving payment for EX/SR leave please fill out entire form completely) Conference/Workshop 2026 NAFIS Fall Conference (Attach Brochure/Agenda)**

Location Washington, DC

Departure Date 9/16/26

Return Date 9/23/16

Departure Time 3:00 p.m.

Return Time 3:30 p.m.

Transportation: ☒ Personal Vehicle

Mileage 198 @ \$0.76 = \$150.48

☐ District Vehicle

PerDiem 6D\$105+1ISD\$20+OSB&L\$58= \$708.00

☐ Professional Development

☒ **Registration** PO# = \$750.00

☒ **Hotel** PO# = \$2,890.05

☒ **Other** PO# Airfare= \$1,094.04

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage

Sub Total \$5,592.57

Check Total \$858.48

Budget 126.90.160.2320.582(70%) \$3,914.80

226.90.160.2320.582(30%) \$1,677.77

Employee Signature _____

Date _____

Principal/Supervisor _____

Date _____

Superintendent Signature _____

Date _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site

SCHEDULE - SESSION OVERVIEW

2026 NAFIS Fall Conference

SATURDAY, SEPTEMBER 19

Impact Aid Technical Assistance Workshop

Sat 8:30 AM - 4:30 PM

SUNDAY, SEPTEMBER 20

Registration Area Open

Sun 8:30 AM - 3 PM • District B

New to NAFIS

Sun 9 AM - 9:50 AM • Regency A

LO~ISA Subgroup Meeting & Breakfast

Sun 9:30 AM - 11 AM • Capitol AB

Conference Orientation & The Basics of Impact Aid

Sun 9:50 AM - 10:40 AM • Regency A

FLISA Subgroup Meeting

Sun 10:45 AM - 11:45 AM • Congressional A

Lunch on Your Own

Sun 11:45 AM - 1 PM

State Chair Luncheon (invitation only)

Sun 12 PM - 12:45 PM • Columbia A

First General Session

Sun 2 PM - 3 PM • Regency A

Breakout 1

Sun 3:15 PM - 4:15 PM • Congressional A

Breakout 2

Sun 3:15 PM - 4:15 PM • Capitol A

All times are in (GMT-04:00) AMERICA/NEW YORK (EDT)

2026 NAFIS Fall Conference

Breakout 3

Sun 3:15 PM - 4:15 PM • Concord/Lexington

School Board Members Meeting

Sun 4:15 PM - 5 PM • Concord/Lexington

School Business Officials Meeting

Sun 4:15 PM - 5 PM • Congressional A

Welcome Reception

Sun 5:30 PM - 6:30 PM

DELTA Airlines

Outbound				
Flight Number DL2201	From: Glacier Park Intl, Kalispell, MT	Leaving: Thu 17 Sep 05:30AM	Flying Time:	1h45m
			Stops:	0
Class: B-Economy	Destination: Salt Lake City, UT	Arriving: Thu 17 Sep 07:15AM		
AIR				
Flight Number DL0820	From: Salt Lake City, UT	Leaving: Thu 17 Sep 10:34AM	Flying Time:	4h15m
			Stops:	0
Class: B-Economy	Destination: Washington Ronald Reagan National, Washington, DC - Terminal 2	Arriving: Thu 17 Sep 04:49PM		
Return				
Flight Number DL1193	From: Washington Ronald Reagan National, Washington, DC - Terminal 2	Leaving: Wed 23 Sep 06:05AM	Flying Time:	2h37m
			Stops:	0
Class: Q-Economy	Destination: Minneapolis-St Paul Intl, Minneapolis-St Paul, MN - Terminal 1 - Lindbergh	Arriving: Wed 23 Sep 07:42AM		
AIR				
Flight Number DL2575	From: Minneapolis-St Paul Intl, Minneapolis-St Paul, MN - Terminal 1 - Lindbergh	Leaving: Wed 23 Sep 11:31AM	Flying Time:	2h54m
			Stops:	0
Class: Q-Economy	Destination: Glacier Park Intl, Kalispell, MT	Arriving: Wed 23 Sep 01:25PM		
Fare		1044.40		
Taxes		0		
Service Fee		50.00		
Total		1094.40		