

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 10/13/2026



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: 10/7/2026

To: Board of Trustees
 Browning Public Schools

From: Rebecca Rappold
Title: Superintendent

Subject: Out of State Travel: NIISA 43rd Annual Conference, Las Vegas, NV

Description: Requesting approval for The Board of Trustees & Rebecca Rappold to attend the 43rd Annual NIISA Conference in Las Vegas, NV departing 12/6/26-12/9/26. Mr. Gallup departing 12/5/26 -12/9/26.

Financial Impact: \$2,733.74 est.

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

Attachment(s): Travel request, Flight Quote, 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 Brian Gallup
Building Administration

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u>	<u>Hours</u>	<u>Type of Leave</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** 42nd Annual NIISA Conference **(Attach Brochure/Agenda)**

Location Las Vegas, NV

Departure Date 12/4/26

Return Date 12/10/26

Departure Time 3:00 pm

Return Time 10:00 am

Transportation: ☒ Personal Vehicle

Mileage 198 x \$0.76 = \$150.48

☐ District Vehicle

Per Diem 5OS\$525+ISBDS\$34= \$559.00

☐ Professional Development

☒ **Registration** PO# _____ = \$450.00

☒ **Hotel** PO# _____ = \$906.86

☒ **Other** PO# _____ Airfare = \$667.40

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage **Sub Total \$2,733.74**

Budget 126.90.160.2310.582 (70%) \$1,913.62

Check Total \$ 709.48

226.90.160.2310.582 (30%) \$820.12

Employee Signature _____

Date _____

Principal/Supervisor _____

Date _____

Superintendent Signature _____

Date _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site

BROWNING PUBLIC SCHOOLS
Leave Report/Travel Request

Employee Name _____
Building _____

Employee # _____
Substitute Name _____

LEAVE REPORT

<u>Date of Leave</u> 12/5/26-12/9/26 _____	<u>Hours</u> 32 hrs _____	<u>Type of Leave</u> SR Leave _____
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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 42nd Annual NIISA Conference (Attach Brochure/Agenda)**

Location Las Vegas, NV

Departure Date 12/5/26

Return Date 12/10/26

Departure Time 3:00 pm

Return Time 10:00 a.m.

Transportation: ☒ Personal Vehicle

Mileage 198 x \$0.76 = \$150.48

☐ District Vehicle

Per Diem 40SS\$420+ISBD\$34= \$454.00

☐ Professional Development

☒ Registration PO# = \$450.00

☒ Hotel PO# = \$777.62

☒ Other PO# Airfare = \$528.40

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage Sub Total \$2,360.50

Budget 126.90.160.2310.582 (70%) \$1523.35

Check Total \$ 604.48

226.90.160.2310.582 (30%) \$708.15

Employee Signature _____ Date _____

Principal/Supervisor _____ Date _____

Superintendent Signature _____ Date _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site

NIISA

2026 ANNUAL CONFERENCE

HARRAH'S HOTEL AND CASINO, LAS VEGAS

DECEMBER 7TH AND 8TH, 2026

HOTEL INFORMATION

RESERVATIONS: 1-800-223-7277 (1-800-CAESARS) CODE: SHNII6 (additional processing fee for registration by phone) **ROOM RATE: \$99.00 plus \$30.00 resort fee single/double occupancy. On line registration preferred.**

Web link- <https://book.passkey.com/go/SHNII26>
HOTEL RESERVATION CUT-OFF: Friday-- November 13, 2026

TENTATIVE AGENDA

December 6th --Basics of Impact Aid (FISEF) Separate registration—NAFIS (202) 624 5455 (Note—Impact Aid application training is one day only)

Sunday	December 6th	Registration- Foyer A- 1:00-4:30 NIISA Bd Directors meeting RM TBA
Monday	December 7th	Registration Foyer A-8:00-4:00 Breakfast buffet-7:45-8:30 Conference: NIISA-8:30-4:00 Reception: To Be Announced
Tuesday	December 8th	Beverage service-7:45-8:30 RM TBA Brunch-11:00 NIISA workshops 8:30-1:30 RM TBA NIISA Annual Mtg: 1:30-3:30

REGISTRATION

MEMBERS: \$450

NON MEMBERS: \$500

Registration received after **December 1st, 2026** will be charged an additional \$50 fee. Checks or money orders payable to:

NIISA
Attn: Dan Hudson
384 South 3rd Street
Lander, Wyoming 82520

Cancellation/Refund Policy: Request must be made prior to December 1st, 2026. Submit to: Brent Gish, P.O. Box 30, Naytahwaush, MN 56566 Email: gishbd@arvig.net.

Outbound Flight				
Flight Number DL2201	From: Glacier Park Intl, Kalispell, MT	Leaving: Sun 06 Dec 05:10AM	Flying Time:	1h50m
			Stops:	0
Class: X-Economy	Destination: Salt Lake City, UT	Arriving: Sun 06 Dec 07:00AM		
CONNECTION				
Flight Number DL1698	From: Salt Lake City, UT	Leaving: Sun 06 Dec 08:00AM	Flying Time:	1h41m
			Stops:	0
Class: X-Economy	Destination: LAS Vegas Harry Reid Intl, LAS Vegas, NV - Terminal 1	Arriving: Sun 06 Dec 08:41AM		
Return Flight				
Flight Number DL1672	From: LAS Vegas Harry Reid Intl, LAS Vegas, NV - Terminal 1	Leaving: Wed 09 Dec 05:04PM	Flying Time:	1h25m
			Stops:	0
Class: X-Economy	Destination: Salt Lake City, UT	Arriving: Wed 09 Dec 07:29PM		
CONNECTION				
Flight Number DL1464	From: Salt Lake City, UT	Leaving: Wed 09 Dec 08:59PM	Flying Time:	1h52m
			Stops:	0
Class: X-Economy	Destination: Glacier Park Intl, Kalispell, MT	Arriving: Wed 09 Dec 10:51PM		
Fare		478.40		
Taxes		0		
Service Fee		50.00		
Total		528.40		

Outbound Flight				
Flight Number DL2201	From: Glacier Park Intl, Kalispell, MT	Leaving: Sat 05 Dec 05:10AM		
			Flying Time:	1h50m
			Stops:	0
Class: K-Economy	Destination: Salt Lake City, UT	Arriving: Sat 05 Dec 07:00AM		
CONNECTION				
Flight Number DL1698	From: Salt Lake City, UT	Leaving: Sat 05 Dec 08:00AM		
			Flying Time:	1h41m
			Stops:	0
Class: K-Economy	Destination: LAS Vegas Harry Reid Intl, LAS Vegas, NV - Terminal 1	Arriving: Sat 05 Dec 08:41AM		
Return Flight				
Flight Number DL1672	From: LAS Vegas Harry Reid Intl, LAS Vegas, NV - Terminal 1	Leaving: Wed 09 Dec 05:04PM		
			Flying Time:	1h25m
			Stops:	0
Class: X-Economy	Destination: Salt Lake City, UT	Arriving: Wed 09 Dec 07:29PM		
CONNECTION				
Flight Number DL1464	From: Salt Lake City, UT	Leaving: Wed 09 Dec 08:59PM		
			Flying Time:	1h52m
			Stops:	0
Class: X-Economy	Destination: Glacier Park Intl, Kalispell, MT	Arriving: Wed 09 Dec 10:51PM		
Fare		617.40		
Taxes		0		
Service Fee		50.00		
Total		667.40		

Extend your stay

Use calendar to manage your stay dates

Show nightly rate with taxes and fees included ☐ [Taxes and fees](#)
Changes to stay dates may impact the nightly rate displayed.

Check-in						
Wed Dec 02	Thu Dec 03	Fri Dec 04	Sat Dec 05	Sun Dec 06	Mon Dec 07	Tue Dec 08
USD 129.00	USD 129.00	USD 129.00	USD 129.00	USD 129.00	USD 129.00	USD 129.00
Checkout						
Wed Dec 09	Thu Dec 10	Fri Dec 11	Sat Dec 12	Sun Dec 13	Mon Dec 14	Tue Dec 15
USD 129.00	USD 129.00	USD 129.00	-	-	-	-
Available	Selected	Event	Unavailable	Waitlist		

Reservation Summary

Check-in	Sat, Dec 5, 2026
Checkout	Wed, Dec 9, 2026
Rooms	1
Guests per room	1
HARRAH'S LAS VEGAS	
*ROOM TYPE ASSIGNED ON ARRIVAL 1 adult, 4 nights Change rooms	USD 396.00
INCLUDED FEES	
Resort Fee (USD 30.00 per night)	USD 120.00
Subtotal	USD 516.00
ADDITIONAL TAXES	
Resort Fee Tax (USD 4.01 per night)	USD 16.04
Hotel Room Tax (13.38% per night)	USD 52.98
Grand Total	USD 585.02
Edit reservation	Next

Extend your stay

Use calendar to manage your stay dates

Show nightly rate with taxes and fees included ☐ [Taxes and fees](#)
Changes to stay dates may impact the nightly rate displayed.

Check-in						
Thu Dec 03	Fri Dec 04	Sat Dec 05	Sun Dec 06	Mon Dec 07	Tue Dec 08	Wed Dec 09
USD 134.00	USD 134.00	USD 134.00	USD 134.00	USD 134.00	USD 134.00	USD 134.00
Checkout						
Thu Dec 10	Fri Dec 11	Sat Dec 12	Sun Dec 13	Mon Dec 14	Tue Dec 15	Wed Dec 16
USD 134.00	-	-	-	-	-	-
Available	Selected	Event	Unavailable	Waitlist		

Reservation Summary

Check-in	Sun, Dec 6, 2026
Checkout	Wed, Dec 9, 2026
Rooms	1
Guests per room	1
HARRAH'S LAS VEGAS	
VALLEY DELUXE ROOM 1 KING 1 adult, 3 nights Change rooms	USD 312.00
INCLUDED FEES	
Resort Fee (USD 30.00 per night)	USD 90.00
Subtotal	USD 402.00
ADDITIONAL TAXES	
Resort Fee Tax (USD 4.01 per night)	USD 12.03
Hotel Room Tax (13.38% per night)	USD 41.75
Grand Total	USD 455.78
Edit reservation	Next



Hotel | My Reservations | Cart (1) | Offers | Accommodations | Recreation & Entertainment | Plan An Event | Local Dining

Continue Shopping

Your Cart

Checkout

Reservation information

Not ready to submit your reservation?

Save for Later

Checkout

\$160.92

Edit

SATURDAY, DEC 5 — SUNDAY, DEC 6
Glacier International Lodge



Best Available Rate
1 Night, 1 Adult **\$149.00**
Remove

King Room
Enjoy the Flathead Valley in style with this spacious room featuring one king bed. Equipped with a microwave, mini-fridge and 50-inch UHD flat screen TV with Chromecast.

King Room
Upgrades Available

Summary

Details

Subtotal	\$149.00
Taxes & Fees	\$11.92
TOTAL	\$160.92

Discount Code

Apply

☐ [I agree to the terms and conditions.](#)

Reserve



Continue Shopping

Your Cart

Checkout

Reservation information

Not ready to submit your reservation?

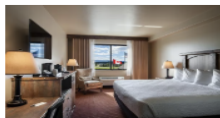
Save for Later

Checkout

\$160.92

Edit

FRIDAY, DEC 4 — SATURDAY, DEC 5
Glacier International Lodge



Best Available Rate
1 Night, 1 Adult **\$149.00**
Remove

King Room
Enjoy the Flathead Valley in style with this spacious room featuring one king bed. Equipped with a microwave, mini-fridge and 50-inch UHD flat screen TV with Chromecast.

King Room
Upgrades Available

Summary

Details

Subtotal	\$149.00
Taxes & Fees	\$11.92
TOTAL	\$160.92

Discount Code

Apply

☐ [I agree to the terms and conditions.](#)

Reserve