

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 10/14/25



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: 10/8/25

To: Board of Trustees
 Browning Public Schools

From: Rebecca Rappold
 Title: Superintendent

Subject: Out of State Travel: OASIS Conference 2025

Description: Requesting approval to attend the OASIS Conference 2025 (Oklahoma Association Serving Impacted Schools) in Tulsa, Oklahoma departing on 11/11/25 and returning 11/15/25. Registration fee is waived for NAFIS Board Members.

Financial Impact: \$1,276.19

Funding Source (Budget/grant, etc.):126/226.90.160.2310.582.84

Attachment(s): Agenda/Airline Quote

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 2025 Oklahoma Association Serving Impacted Schools (Attach Brochure/Agenda)

Location Tulsa, Oklahoma

Departure Date 11/11/25

Return Date 11/15/25

Departure Time 4:00 pm

Return Time 3:00 pm

Transportation: ☒ Personal Vehicle

Mileage 198 @ \$0.70 = \$138.60

☐ District Vehicle

Per Diem 3OS\$105+ISB\$14+OSB\$23+ISL\$17=\$369.00

☐ Professional Development

☒ Registration PO# _____ =\$

☒ Hotel PO# _____ =\$ \$410.22

☒ Other PO# Airfare _____ =\$358.37

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

Sub Total \$1,276.19

Budget 126.90.160.2310.582.84 (70%)\$893.33

Check Total \$507.60

226.90.160.2310.582.84(30%) \$382.86

Employee Signature _____

Date _____

Principal/Supervisor _____

Date _____

Superintendent Signature _____

Date _____

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site



OASIS Conference, 2025

Agenda at a Glance

Wednesday, November 12

Time	Session
4:00-6:00 PM	Vendor Set up
6:30 -9:00 PM	Meet and Greet Reception

Thursday, November 13

Time	Session
7:45	Registration Opens
8:00-8:30	Breakfast and Welcome
8:45-10:00	Basics of Impact Aid
10:00-10:15	Break
10:15-11:30	Basics of Impact Aid ... Continued
11:30-12:15	Friends of OASIS Awards Luncheon
12:30-2:00	Session
2:00-2:15	Break
2:15-3:30	Session
3:30-4:00	Session
Time	Session
6:30--9:00	Casino Night

Friday, November 14

Time	Session
8:00AM	Breakfast Buffet
8:30 -10:30	Sessions
10:45-11:00	Break: Last Chance to Visit our Sponsors!
11:15-11:45	Annual OASIS Business Meeting
11:45-12:00	Door Prizes, Evaluations, Adjournment

AIR

United Airlines	Flight Number UA2381	Class: K-Economy	From: Glacier Park Intl, Kalispell, MT	Leaving: Wed 12 Nov 06:10AM	Destination: Denver Intl, Denver, CO	Arriving: Wed 12 Nov 08:36AM	Flying Time: 2h26m	Stops: 0
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AIR

United Airlines	Flight Number UA5315	Class: K-Economy	From: Denver Intl, Denver, CO	Leaving: Wed 12 Nov 09:50AM	Destination: Tulsa, OK	Arriving: Wed 12 Nov 12:38PM	Flying Time: 1h48m	Stops: 0
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AIR

United Airlines	Flight Number UA1379	Class: K-Economy	From: Tulsa, OK	Leaving: Sat 15 Nov 09:25AM	Destination: Denver Intl, Denver, CO	Arriving: Sat 15 Nov 10:21AM	Flying Time: 1h56m	Stops: 0
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AIR

United Airlines	Flight Number UA1547	Class: K-Economy	From: Denver Intl, Denver, CO	Leaving: Sat 15 Nov 11:15AM	Destination: Glacier Park Intl, Kalispell, MT	Arriving: Sat 15 Nov 01:36PM	Flying Time: 2h21m	Stops: 0
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SURFACE TRANSPORTATION

AIR

United Airlines	Flight Number UA5914	Class: K-Economy	From: Tulsa, OK	Leaving: Sat 15 Nov 05:10PM	Destination: Denver Intl, Denver, CO	Arriving: Sat 15 Nov 06:16PM	Flying Time: Stops:	2h6m 0
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AIR

United Airlines	Flight Number UA0696	Class: K-Economy	From: Denver Intl, Denver, CO	Leaving: Sat 15 Nov 07:23PM	Destination: Glacier Park Intl, Kalispell, MT	Arriving: Sat 15 Nov 09:44PM	Flying Time: Stops:	2h21m 0
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Fare	308.37
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Taxes	0
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Service Fee	50.00
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Total	358.37
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10/8/25, 9:29 AM

Confirm - River Spirit Casino Resort

RIVER SPIRIT[®]

CASINO RESORT

Reservation information

Your Confirmation Number Is

SPDAEEGPU

1 GUEST INFORMATION

2 BILLING INFORMATION

\$410.22 — SPDAEEGPU

Modify

Cancel

WEDNESDAY, NOV 12 — SATURDAY, NOV 15

River Spirit Casino Resort



2025 OASIS Conference
3 Nights, 1 Adult

\$387.00

STANDARD KING

This 425 square-foot non-smoking room includes one king bed, flat screen TV, writing desk and sofa.

Summary

Details

Subtotal	\$387.00
Taxes & Fees	\$23.22
TOTAL	\$410.22

Resend Confirmation Email

You may resend the confirmation email to the address provided or a different address.

Email Address

melanieh@bps.k12.mt.us

Send

The email has been sent successfully.

Print Confirmation

Use the "Print" button to print a paper copy of this confirmation.

Print