

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held:9/30/25



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**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

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**Date:** 9/19/25

**To:** Rebecca Rappold  
          **Superintendent**

**From:** Kellen Hall  
**Title:**    **Athletic Director**

**Subject:** In-State Travel: Western A Meeting

**Description:** Requesting travel to Libby, MT for the Western A Meeting 11/5/25-11/6/25.

**Financial Impact:** \$457.52

**Funding Source (Budget/grant, etc.):**226.60.720.3500.582

**Attachment(s):** Conference Agenda/Travel Request

**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: Kellen Hall  
Building: Browning High School

Employee # \_\_\_\_\_  
Substitute Name \_\_\_\_\_

**LEAVE REPORT**

<u>Date of Leave</u> <u>11/5/25-11/6/25</u> _____	<u>Hours</u> <u>4, 4 Hrs</u> _____	<u>Type of Leave</u> <u>SR</u> _____
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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 Western A Meeting (Attach Brochure/Agenda)

Location: Libby, MT

Departure Date 11/5/25

Return Date 11/6/25

Departure Time 12:00 pm

Return Time 12:00 pm

Transportation: ☒ Personal Vehicle

Mileage 376 x \$0.70 = \$263.20

☐ District Vehicle

Per Diem 1D \$51 = \$51.00

☐ Professional Development

☐ Registration \_\_\_\_\_ = \$

☒ Hotel PO# \_\_\_\_\_ = \$143.32

☐ Other PO# \_\_\_\_\_ Airfare = \$

**Submit Receipts on return for Taxi/Shuttle/Parking/Luggage      Sub Total \$457.52**

Budget 126.90.160.2320.582 (100%) \$457.52  
\_\_\_\_\_  
(%)

**Check Total \$314.20**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_

White-Payroll

Yellow Acc.-Payable

Pink-Employee

Goldenrod-School Site

**WESTERN 'A' FALL MEETING  
WEDNESDAY, NOVEMBER 5th, 2025 7 PM  
Po Sam's, Libby MT  
119 Mineral Ave, Libby MT 59923**

**AGENDA**

1. Meeting called to order
2. Approval of August 12th meeting minutes.
  - a. [2025 Pre Season AD meeting - Minutes](#)
3. Treasurer's Report
4. OLD BUSINESS
  - a. Schedule Confirmation (Winter)
  - b. Fall Activities
    1. Basketball Stats (Brodie Kelly), Noon Monday
    2. Wrestling Stats (Track Wrestling)
    3. Film Exchange – HUDL (Class A Folder)
    4. Accurate Roster update (12/3/25) 2 days before first comp.
5. NEW BUSINESS
  - a. NW vs. SW Basketball Tipoff – Frenchtown
  - b. Basketball Tip Off Tournament Schedule
    1. <https://mail.google.com/mail/u/0/?tab=rm&ogbl#search/2025+basketball+tip+off/FMfcgzQZTgThxDDgQmvdgJqTksHRNHph?projector=1&messagePartId=0.1>
  - c. Divisional Reports
    1. Volleyball – Nik Rewerts
    2. Golf - Travis Blome
    3. Fall Classic - Travis Blome
    4. Upcoming Divisional Events  
Basketball – Travis Blome
    5. Wrestling – Brock Myllymaki
    6. SD&D – Aschan Richards
    7. State/Div Motel Reservation – Nik Rewerts
  - d.
  - e.
  - f.
  - g. Next Western A Meeting – January 18th, Helena
  - h. Other items