

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: 10/7/25

To: Rebecca Rappold
 Superintendent

From: Kellen Hall
Title: Athletic Director

Subject: In State Travel

Description: Requesting travel to Missoula, MT for Cross Country State Meet on 10/24-10/25/25.

Financial Impact: \$558.08

Funding Source (Budget/grant, etc.): 226.60.720.3500.582.0000

Attachment(s): Schedule

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>Hours</u>	<u>Type of Leave</u>
<u>10/24-10/25/25</u>	<u>16 Hrs</u>	<u>SR 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 X-Country State T..... **(Attach Brochure/Agenda)**

Location Missoula, MT

Departure Date 10/24/25

Return Date 10/25/25

Departure Time 8:00 am

Return Time 11:00 pm

Transportation: Personal Vehicle

Mileage 408 @ \$0.70= \$285.60

District Vehicle

Per Diem 1day @\$51 + 1L\$17+ 1D\$20= \$88.00

Professional Development

Registration PO# _____ =\$

Hotel PO# _____ =\$170.48

Other PO# Airfare _____ =\$

Submit Receipts on return for Taxi/Shuttle/Parking/Luggage Sub Total \$558.08

Budget 226.60.720.3500.582.0000(100%) \$558.08
 _____ (_____ %) \$

Check Total \$387.60

Employee Signature _____ **Date** _____

Principal/Supervisor _____ **Date** _____

Superintendent Signature _____ **Date** _____

Browning High School XC Schedule 2025-2026

First Day of Practice August 15, 2025						
<i>Date</i>	<i>Day</i>	<i>JV</i>	<i>Varsity</i>	<i>Opponent</i>	<i>Site</i>	<i>Departure</i>
8/29/25	Fri	11:30am	10:00am	Libby	Libby	5:30am
9/5/25	Fri	12:00pm	11:00pm	Flathead Invite	Kalispell	8:00am
9/13/25	Sat	2:00pm	1:00pm	Browning	Browning	
9/20/25	Sat	TBA	TBA	Mountain West	Missoula	Friday Overnight
9/23/25	Tue	TBA	3:00pm	Whitefish	Whitefish	12:00pm
10/11/25	Sat	TBA	12:00pm	Polson	Polson	7:30am
10/16/25	Thur	Depart day	Depart day	Western A Fall Classic	Hamilton	4:00pm
10/17/25	Fri	TBA	2:00pm	Western A Fall Classic	Hamilton	
10/24/25	Fri		TBA	State XC	Missoula	3:30pm
10/25/25	Sat		TBA	State XC	Missoula	