Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/20/2026

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: 8/12/2026

To: **Board of Trustees**
Browning Public Schools

From: **Rebecca Rappold**
Title: Superintendent

Subject: CSA: Good Berry Rental Company LLC

Description: Requesting approval for a Contract Service Agreement with Good Berry Rental Company LLC to set up a photo booth for the 2026-2027 all Staff Orientation on August 17, 2026.

Financial Impact: $709.76

Funding Source (Budget/grant, etc.) 126/226.90.160.2320.330 (70/30)

Attachment(s): CSA/Invoice

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

Comments: _____

_____

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

Browning Public Schools
CONTRACT SERVICE AGREEMENT
(406) 338-2715

Date: 8/12/2026 **Board Approval Date:** 8/20/2026

Contractor: Good Berry Rental Company LLC **Phone:** _____

Address: 106 6th Ave West Polson MT 59417
P.O. Box or Street Address **City** **State** **Zip**

Type of Project/Service (be specific): Good Berry Rental Company LLC will set up a photo booth for the 2026-2027 all Staff Orientation.

Contracted Dates: August 17, 2026

Rate per hour/per day: 5 hrs. x $100.00 per hour (not to exceed)	=	$500.00
Per Diem/per day: _____ x _____ # of Days	=	N/A
Mileage: _____miles @ _____ per mile	=	N/A
Other costs (explain): Mileage	=	$209.76
Total Project Cost	=	**$709.76**

Contract to be paid from:

Independent Contractor:

☒ Submit invoice on completion

☐ Other _____

Employee:

☐ Submit timesheet through payroll

The above terms and conditions constitute an agreement by and between the contractor and the Browning Public Schools for the contractor to render services, as indicated. In the event of non-completion of services or other unforeseen problems, this agreement shall be changed accordingly.

_____ _____
Contractor's Signature **Principal/Supervisor**

_____ _____
Federal ID Number/EIN **Superintendent**

An Independent Contractor must provide Browning Public Schools with a Federal ID Number, State Contractor License or sign an Independent Contractor's Exemption Application Affidavit waiving their rights under the Worker's Compensation Insurance and Unemployment Insurance for employees.

White – Contractor **Yellow – Business Office**