Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 27, 2026



Recognition:	☐ Students	☐ Staff	☐ Parents
Information:	☐ Building Report	☐ Old Business	☐ Superintendent's Report
Action:	☐ Resignation	☐ 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: October 19, 2026

To: Rebecca Rappold
Superintendent of School

From: Beverly Sinclair
Human Resources Director

Subject: Substitute Eligibility Roster 2026-2027

Description: The substitute list is generated from our Personnel Management System and shows all eligible substitute teachers and temporary substitutes. To provide substitutes for our schools, Substitute Workshop Facilitators will conduct Substitute Teaching workshops Superintendent/Asst. Superintendent & Principals will facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consist of preparing, presenting, recording, editing, and finalizing workshops. Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Service Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the training, paperwork, background check, drug & alcohol testing are added to the list. Some who sign up, however, choose not to substitute or find regular jobs. In order to maintain the list, the Human Resources Department has sent notices to all who were on the list requesting they return the notice if they wished to continue on our substitute list. The attached list indicates those that have returned the notice requesting to remain on the substitute list. We will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according to the Temporary Compensation Plan. Adopted by the Board of Trustees.

Pending Successful Pre-Hire Process and Board Approval

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): 2026-2027 Substitute/Temporary List

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

_____

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

#	Last Name	First Name	Phone #	Approved Subbing Position
1	Salway	Jessie	406-845-8021	Extra-Curricular
2	Racine	Jaycilyn	406-599-6039	Security, Clerical, Extra-Curricular, Child Care Aide
3	Little Dog Jr.	Carl	406-845-9463	Custodian, Maintenance, Security, PCA
4	Delaney	Lolita	406-845-5602	TA, Clerical, Extra-Curricular, Bus Monitor
5	DeRoche	Doreen	406-471-8636	TA, Teacher, Cook, Warehouse Supply Clerk, Custodian
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				