

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 05-28-2025



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**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

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**Date:**        05-14-2025

**To:**            Rebecca Rappold  
                    Superintendent

**From:**        Belinda Turley  
**Title:**        Special Services Director

**Subject:** **CSA: Speech-Language Pathologist 2025-2026**

**Description:** Recommend Cheryl Lock to provide Speech/Language Pathology Services at Babb Elementary for the 2025-2026 school year

**Financial Impact:** \$32,065.20

**Funding Source (Budget/grant, etc.):** 115-76-456-2152-330-612

**Attachment(s):** Contract Service Agreement

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    ☐ N/A (Info)    ☐ Approved    ☐ Denied    ☐ Tabled to: \_\_\_\_\_

Browning Public Schools  
**CONTRACT SERVICE AGREEMENT**  
(406) 338-2715 • (406) 338-2708

**Date:** May 19, 2025

**Board Approval:** 5/28/25

**Contractor:** Cheryl Lock

**Phone:** 406-845-8015

**Address:** P.O. Box 499

**City:** Babb

**State:** MT

**Zip:** 59411

**Type of Project/Service** (be specific): The Speech/Language Pathologist will provide speech/language services to include but will not be limited to testing, identification, therapy, writing evaluation reports, conducting evaluation report meetings, supervising therapy aide, writing individual education plans (IEP) and conduct IEP meetings as necessary, writing therapy reports, and will maintain appropriate records to meet state and district requirements. The SLP is contracted for 540 hours to follow the Browning Public Schools adopted 2025-2026 school year calendar (PI & PIR Days), will be required to work additional days due to emergency cancellations (weather, water, etc.) without additional compensation, also excludes identified BPS holidays and weekends. The speech/language pathologist will provide the district with appropriate proof of current licensure, workers' compensation exemption, individual liability insurance, and w9. A 30-day notice is required for termination of contract by contractor or by Browning Public Schools.

**Contracted Dates:** 08/18/25 to 06/05/26

Rate per hour/per day: \$59.38 x up to 540 hrs = 32,065.20

Per Diem/per day:        x        # of Days =       

Mileage:        miles @        per mile =       

Other costs (explain): Not to exceed total \$ amount =       

**Total Project Cost**      **\$32,065.20**

**Contract to be paid from:**

115-76-456-2152-330-612

**Independent Contractor:**

☒ Submit invoice Monthly

☐ 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