

**Browning Public Schools
Board Agenda Request
Meeting To Be Held: 08/12/25**



- 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: 08/5/25

To: Board of Trustees
 Browning Public Schools

From: Rebecca Rappold
Title: Superintendent

Subject: CSA: New Teacher Orientation Stipends 2025-2026 SY

Description: I am requesting the approval of contact services agreements for the New Teacher Orientation which will occur between August 11-14, 2025. New teachers will be paid at the daily paid rate of \$100 for each of the 30-hours (PD Stipend=\$100.00/6 hours) of training.

	New Teacher	Amount
1.	Megan Daniels	\$500.00
2.	Anna Ollinger	\$500.00
3.	Cheryl De Roche	\$500.00
4.	Morgan Kujala	\$500.00
5.	Tamika Guardipee	\$500.00
6.	Ryanna Augare	\$500.00
7.	Kaitlyn Sharp	\$500.00
8.	Christine Hensleigh	\$500.00
9.	Cody Lucke	\$500.00
10.	Whitney Lucke	\$500.00
11.	Autumn Charges Strong	\$500.00
12.	Diane Horne	\$500.00
Financial Impact		\$6,000.00

Funding Source (Budget/grant, etc.): 126.90.100.2213.150 (75%); 226.90.100.2213.150 (25%)

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

Comments: _____

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

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

Date: August 11, 2025

Board Approval: August 12, 2025

Contractor: Sample CSA

Phone: _____

Address: _____
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will participate in 4-days of professional development (August 12-16, 2024) as part of new teacher orientation from 8:00am to 4:00pm. No partial payment will be made for daily partial participation in professional development under 6 hours in duration.

Contracted Dates: 8/11/2024- 8/14/2025

Rate per hour/per day: \$100/6 hours (up to 30 hours) = \$500.00

Per Diem/per day: _____ x _____ # of Days = _____

Mileage: _____ miles @ _____ per mile = _____

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

Total Project Cost = \$500.00

Contract to be paid from:

126.90.100.2213.150 (70%)

226.90.100.2213.150 (30%)

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