

# Browning Public Schools

## Board Agenda Request

Meeting To Be Held: 1/13/26



**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:** January 6, 2026

**To:** Board of Trustees

**From:** Rebecca Rappold  
Title: Superintendent of Schools

**Subject: Contract Service Agreement: Building/Department Mentor 2025-2026 SY**

**Description:** Each new teacher will have a building, department, and or community mentor. Building mentors will assist new teachers with day-to-day management, building procedures, printing, drills, leave, instructional framework, pacing, grade level meetings, teams, infinite campus, grading, attendance, school wide activities, and instructional/building level questions. Department mentors will support new teachers with department specific support and community mentors will provide support to building positive relationships with families, the community, a cooperating agencies.

**Building/Department Mentor**

SPED: Barbara Finnell for SLP Candidate Ronnell Goss

**Each mentor will receive a stipend based on the following:**

|               |            |
|---------------|------------|
| 10-19 hours   | \$250.00   |
| 20-39 hours   | \$500.00   |
| 40-59 hours   | \$1000.00  |
| 60 plus hours | \$1,500.00 |

**Financial Impact:** up to \$1,500.00/mentor

**Funding Source (Budget/grant, etc.):** Title I: Schoolwide 115.90.494.1000.150.234

**Attachment(s):** CSA

**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:** 1/7/26

**Board Approval:** 1/13/26

**Contractor:** Barbara Finnell

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

P.O. Box or Street Address

City    State    Zip

**Type of Project/Service** (be specific): Contractor will provide mentoring support to newly hired teachers in their designated building/department for the remainder of the 25-26 SY. Contract will submit timesheets to supervisor for pay documenting the total number of mentoring hours.

**Contracted Dates:** 1/13/26-6/5/26

Rate per year:

10-19 hours \$250.00

20-39 hours \$500.00

40-59 hours \$1000.00

60 plus hours \$1,500.00

**Total Project Cost** = up to \$1500.00

**Contract to be paid from:**

Title I: Schoolwide 115.90.494.1000.150.234

**Independent Contractor:**

Submit invoice on completion  
 \_\_\_\_\_

**Employee:**

Submit timesheets 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**

Colleen Wilson  
Principal/Supervisor

**SSN/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