

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 10, 2026



Recognition:	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
Information:	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
Action:	<input type="checkbox"/> Resignation	<input type="checkbox"/> Hiring	<input type="checkbox"/> Contract Service Agreements
	<input type="checkbox"/> Travel Out-of-State	<input type="checkbox"/> Travel In State	<input checked="" type="checkbox"/> Approvals
	<input type="checkbox"/> Termination	<input type="checkbox"/> Legal Matters	<input type="checkbox"/> Other:
	This action request pertains to	<input type="checkbox"/> Elementary (only)	<input checked="" type="checkbox"/> High School/District Wide

Date: February 2, 2026

To: Rebecca Rappold
Superintendent of School

From: Beverly Sinclair
Human Resources Director

Subject: Substitute Eligibility Roster 2025-2026

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

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): 2025-2026 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 Location
1	Campbell	Shayanna	406-638-1663	Clerical
2	Bullshoe	Hailey	406-845-2049	Teacher
3	DeRoche	Doreen	406-471-8636	Cook
4	Sun Rhods	Phillip	406-697-1160	Custodian, Maintenance
5	DeRoche	Shanden	406-250-9374	Custodian, Extra-Curricular, Maintenance, Cook
6	Shell	Jessica	406-845-5069	Clerical, Cook
7	Bird Rattler	Shantell	406-845-5381	Extra-Curricular, Clerical
8	Kipling	Brih'Leigh	406-845-6406	TA, Teacher, Clerical
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