

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: November 11, 2025



---

<b>Recognition:</b>	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
<b>Information:</b>	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
<b>Action:</b>	<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:** November 4, 2025

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

#				
1	ComesAtNight	Mikayla	406-845-5292	TA, Teacher, Clerical, Cook
2	Rooney	Sherrie	406-845-5292	TA, Teacher, Cook
3	Whitford	Betty	406-229-1823	TA, Teacher
4	Burke	Geri Lyn	406-885-0396	TA, Teacher
5	Gallagher-Horn	John	406-781-0382	TA, Teacher, Security, Bus Driver, Bus Monitor
6	Sharp	Breanna	406-885-6110	Bus Driver, Bus Monitor
7	Trombley	Jullyn	406-845-8598	TA, Teacher
8	Falcon	Hillary	406-249-7982	TA, Teacher, Custodian, Extra-Curricular, Maintenance, Clerical, Cook, Warehouse Supply Clerk
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				