

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 1/27/26



**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:** 1/14/26

**To:** Rebecca Rappold  
Superintendent

**From:** Francis Wayne Bull Calf  
Title: Transportation Supervisor

**Subject:** CSA: 1<sup>st</sup> Aid/CPR Training 2025-2026

**Description:** Request to approve a contract service agreement for Brenda Guardipee to provide BPS bus drivers with 1<sup>st</sup> Aid/CPR training on 1/28/26, training is required to stay in compliance with State Laws

**Financial Impact:** \$210.00

**Funding Source (Budget/grant, etc.):** 110/210-96-167-2700-330

**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) 338-3200

**Date:** 1-14-2026

**Board Approval:** \_\_\_\_\_

**Contract** Brenda Guardipee

**Address:** 1342 **Browning, Mt 59417**  
P.O. Box or Street Address, City, State, Zip

**Type of Project/Service** (be specific): Provide 1st Aid/ CPR Class for Driver's required to drive school bus.

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**Contracted Dates:** 1/28/26

Rate per hour/per day: 50.00 per person x \$20.00 per card x 3 people = \$210.00

Per Diem/per day: \_\_\_\_\_ x \_\_\_\_\_ # of Days = \_\_\_\_\_

Mileage: \_\_\_\_\_ miles @ \_\_\_\_\_ per mile = \_\_\_\_\_

Other costs (explain): \_\_\_\_\_ = \_\_\_\_\_

**Total Project Cost** = **\$ 210.00**

**Contract to be paid from:**

110-96-167-2700-0330 -0000

210-96-167-2700- 0330 -0000

**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.

Brenda Guardipee

**Contractor's Signature**

517-74-9408

**SSN/Federal ID Number/EIN**

Francis Wayne Bull Calf

**Principal/Supervisor**

**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.

1-14-2026

Mr. Wayne Bull Calf  
Browning Public Schools  
Transportation Department  
Browning, MT 59417

Dear Mr. Bull Calf

Re: First Aid CPR AED Course 01-28-2026

Thank you for selecting me to put on a First Aid CPR AED course on January 28<sup>th</sup>, 2026 at the Transportation Dept. beginning 08:30. The following is a detail of the invoice for the course:

3 students @ \$50.00 each	\$150.00
3 cards @ \$20.00 each	\$ 60.00
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Total	\$210.00

Please let me know if there are any changes. Thank you.

Thank You,

Brenda Guardipee  
Instructor