

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 10/26/22



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**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

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**Date:**      10/19/22

**To**              Corrina Guardipee-Hall  
                    Superintendent

**From:** Rebecca Rappold  
Title:      Director of Curriculum & Instruction

**Subject: CSA: Professional Development Providers for MEA-MFT 2022-2023**

**Description:** Contract for Lindy Hockenbary, Google Educator Trainer, CPR/First Aid Certification Trainer-Great Falls Emergency Response Team, for contracted professional development provider for MEA/MFT pre-approved Professional Development Days for October 20 & 21, 2022.

**Financial Impact: \$4,500.00** (CPR/First Aid Certification Training-\$3820.00 (Travel=\$300.00 & \$110.00/Participant) and Google Educator)

**Funding Source (Budget/grant, etc.):** ESSER III Learning Loss (115.90.787.2213.320.464)

**Attachment(s):** See Attachment

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

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

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**Board Action:**   ☐ N/A (Info)    ☐ Approved    ☐ Denied    ☐ Tabled to: \_\_\_\_\_



**Lindy Hockenbary**  
**[lindy@intechgratedpd.org](mailto:lindy@intechgratedpd.org)**

**[intechgratedpd.org](http://intechgratedpd.org)**  
**406-853-2661**

## **Browning Public Schools Service Agreement**

When it comes to professional development, one size does not fit all. I customize all training to your unique needs and learning goals. I am a how-to trainer and guarantee all time spent with teachers is hands-on and immediately applicable.

*Thank you for considering me to help your school! I look forward to working with you.*

Two-day custom, hands-on training	<ul style="list-style-type: none"><li>• October 20 and 21, 2022</li><li>• Up to six hours of instructional time each day, days must be consecutive</li><li>• Schedule TBD and will include multiple sessions</li><li>• Includes travel expenses</li></ul>	\$4500
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*Terms:*

- All prices are inclusive of all costs (travel, recordings, etc.) and reflect the final invoiced amount.
- Hands-on trainings are limited to 25 learners at one time to ensure success and confidence for all.
- If training details are not provided in order to book travel within two weeks of the training date, additional charges for extra travel fees incurred (such as higher flight or rental car costs) may be added to initial training cost.
- If the training is rescheduled or cancelled by the customer, any non-refundable travel expenses will be invoiced. If the training is cancelled (and not rescheduled) by the customer, 50% of the fee will be invoiced.

I agree to the terms outlined in this agreement.

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Signature of customer

A handwritten signature in black ink, appearing to read "Lindy Hockenbary", written over a horizontal line.

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Signature of service provider

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Date

9/7/2022

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Date