

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: May 26, 2026



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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:** 5/15/26

**To:** Board of Trustees  
Browning Public Schools

**From:** Rebecca Rappold  
Title: Superintendent

**Subject: Big Sky & Glendale Colony Schools Library-Media Services 2026-2027 SY**

**Description:** Rebecca Rappold, Colony Schools Principal is recommending Ruth Shea to provide library media services to the Colony Schools for the 2026-2027 SY. Mrs. Shea will work a maximum of 64-hours.

**Financial Impact:** \$3,377.92 (\$52.78+Fringe not to exceed 64 hours)

**Funding Source (Budget/grant, etc.):** 101.44/46.420.1000.112.223 (50/50)

**Attachment(s):** Contract Service Agreement

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

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

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

Browning Public Schools  
**CONTRACT SERVICE AGREEMENT**  
(406) 338-2715 • (406) 338-3200

**Date:** May 26, 2026

**Board Approval:** 05/26/2026

**Contractor:** Ruth Shea

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

**Address:** \_\_\_\_\_  
P.O. Box or Street Address,

\_\_\_\_\_ Cut Bank, Montana 59427  
City, State, Zip

**Type of Project/Service** (be specific): Contractor will provide library-media services to Big Sky & Glendale Schools during the 26-27 SY. Instructional program will target the MT Content Standards for Library Media, grades K-8.

**Contracted Dates:** 8/20/26-5/28/27

Rate per hour/per day: \$52.78 x 64 (hrs.) = \$3377.92

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

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

Other costs (explain): FRINGE \$676.00 = N/A

**Total Project Cost** = \$3377.92

**Contract to be paid from:**

101.44/46.1000.112.223(50% each)

**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.

\_\_\_\_\_  
**Contractor's Signature**

\_\_\_\_\_  
**Principal/Supervisor**

\_\_\_\_\_  
**/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.