

Browning Public Schools
Board Agenda Request
Meeting to Be Held: June 18, 2026



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: 6/11/26

To: Rebecca Rappold **From:** Beverly Sinclair
 District Superintendent Title: HR Director

Subject: **CSA: Ee-Kah-Ki-Maht Secondary Adult Workers, Summer 2025-2026**

Description: Requesting CSAs for the following Adult Workers to work in BHS Weight room, for the remainder of the BHS Ee-Kah-Ki-Maht Summer Program; Remainder of Session 1 (June 22 – July 2, 2026, Mon – Thrs, 2-6 pm) and Session 2 (July 13 – July 30, 2026, Mon – Thrs, 2-6 pm).

- Robert Miller
- Leo BullChild

Financial Impact: Session 1: 8 days x 4 hours = 32 hrs x \$14.00/hr = \$448.00; Session 2: 12 days x 4 hours = 48 hrs x \$14.00 = \$672.00. Total Financial Impact = \$1,120.00

Funding Source (Budget/grant, etc.): 126 64 170 1340 120 (70%); 226 64 170 1340 120 (30%)

Attachment(s): Contract Service Agreement

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) 338-2708

Date: 06/11/26

Board Approval: June 18, 2026

Contractor:

Phone: _____

Address: _____
 Box MT
 P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide structured recreational activities for students using BHS Weight Room; Monday thru Thursday from 2-6 pm. Contractor will help schedule all summer activities. Contractor will assist in checking in youth as they arrive each day and as they check out each day, at every site, on a daily basis. Contractor will complete activities with youth and always be engaged and willing to do physical fitness drills. Will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. Contractor will provide assistance to the After School Activities Coordinator on an as-needed basis. Contractor will be in charge of youth participants of the Ee-Kah-Kii-Maht Summer Program. Contractor will need to turn in time sheets for themselves on a weekly basis. Contractor will be under the supervision of Jessie Salway and will be required to follow all standards for continued employment.

Contracted Dates: June 22 – July 2, 2026

Rate per hour/per day: \$14.00 per hour x 32 hours = \$448.00

Per Diem/per day: _____ x _____ # of Days = N/A

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): Not to exceed total \$ amount = N/A

Total Project Cost = \$448.00

Contract to be paid from:

126 64 170 1340 120 (70%)

226 64 170 1340 120 (30%)

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

SSN/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.

White – Contractor

Yellow – Business Office

Browning Public Schools

