

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 6/30/26



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- Recognition:**  Students  Staff  Parents  
**Information:**  Building Report  Old Business  Superintendent's Report  
**Action:**  Resignations  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:** 6/22/26

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

**From:** Rebecca Rappold  
Title: Superintendent

**Subject:** CSA: Web Page/Social Media Maintenance & District Calendar 2026-2027 SY

**Description:** Contract Service Agreement for Rodolfo Rivas for web site maintenance and assist others in maintaining their content sections.

 Rodolfo Rivas, Web Page/Social Media Maintenance & District Calendar

**Financial Impact:** \$9,000.00 (up to 360 hrs. @ \$25.00/hr. for 2026-2027 Year)

**Funding Source (Budget/grant, etc.):** 126 / 226.78.162.2580.150 (70/30)

**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) 338-2708

**Date:** 6/22/26

**Board Approval:** 6/30/26

**Contractor:** Rodolfo Rivas

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

**Address:** \_\_\_\_\_ Browning, MT 59417  
P.O. Box or Street Address City State Zip

**Type of Project/Service** (be specific): Contractor will provide basic web site maintenance web site maintenance and encourage others to maintain their own content sections. Will provide up to 320 hours (approx. 15 hours per month) throughout the next fiscal year.

**Contracted Dates:** 7/1/26 to 6/30/27

Rate per hour/per day: up to 360 hrs. @ \$25.00/hr. = \$9,000.00

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 = \$9,000.00**

**Contract to be paid from:**

126.78.162.2580.150

226.78.162.2580.150

**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.

White – Contractor

Yellow – Business Office